

**BERRYVILLE TOWN COUNCIL
MEETING AGENDA
Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
Regular Meeting
Tuesday, July 9, 2019
7:30 p.m.**

Item

Attachment

1. **Call to Order** – Patricia Dickinson, Mayor

2. **Pledge of Allegiance**

3. **Approval of Agenda**

4. **Public Hearings**

No public hearings scheduled

5. **Citizens' Forum**

6. **Consent Agenda**

Motion

1↑

- Minutes of Regular Meeting 6/11/19
- Minutes of Work Session 6/25/19
- Minutes of Community Development Comm. Mtg. 6/24/19
- Minutes of Public Safety Comm. Mtg. 6/26/19
- Minutes of Streets and Utilities Comm. Mtg. 6/25/19

7. **Presentations**

No presentations scheduled

8. **Report of Patricia Dickinson, Mayor**

9. **Report of Harry Lee Arnold, Jr., Recorder**

10. **Report of Christy Dunkle, Asst. Town Manager for Community Development**

Monthly report

Item

Attachment

11. Report of Keith Dalton, Town Manager

12. Report of Erecka Gibson – Chair, Budget and Finance Committee

Report of Desiree Moreland, Treasurer 3

Publication of delinquent Personal Property and Real
Property Tax accounts and charging off of delinquent
Personal Property Taxes for Tax Year 2013 4↓

13. Report of Kara Rodriguez – Chair, Community Development Committee

14. Report of Donna McDonald – Chair, Public Safety Committee

Report of Neal White, Chief of Police 5

15. Report of Diane Harrison – Chair, Streets and Utilities Committee

Report of David Tyrrell, Public Utilities Director 6

Report of Rick Boor, Public Works Director 7

**16. Report of Harry Lee Arnold, Jr. – Chair, Personnel, Appointments
and Policy Committee**

17. Closed Session-

No closed session scheduled

18. Other –

19. Adjourn –

Attachment 1

BERRYVILLE TOWN COUNCIL
MOTION TO APPROVE CONSENT AGENDA

Date: July 9, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the consent agenda.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
June 11, 2019
7:30 p.m.

Town Council: Present--Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Donna Marie McDonald; Diane Harrison; Erecka Gibson; Kara Rodriguez

Staff: Keith Dalton, Town Manager; Desiree Moreland, Assistant Town Manager/Treasurer; Christy Dunkle, Assistant Town Manager/Planner; Paul Culp, Town Clerk; Chief Neal White, Berryville Police Department

Press: Mickey Powell, Winchester Star

1. Call to Order

Mayor Dickinson called the meeting to order at 7:30 p.m.

2. Pledge of Allegiance

3. Approval of Agenda

4. Mayor Dickinson inquired whether there were any amendments or revisions. Mr. Dalton said that he recommends adding a closed session for personnel purposes.

Council member Harrison made the motion to approve the amended agenda, seconded by Council member Rodriguez.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

5. Public Hearing

None scheduled

6. Citizens' Forum

No one came forward to speak.

7. Consent Agenda

Mayor Dickinson said there were three items on the agenda: the regular meeting of May 14, the Water and Sewer work session of May 10, and the Personnel meeting of May 28.

Recorder Arnold made the motion to approve the consent agenda, seconded by Council member Harrison.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

8. Presentations

No presentations were scheduled.

9. Report of Patricia Dickinson, Mayor

Mayor Dickinson discussed her FOIA request sent to Mr. Dalton on May 16, about which she said multiple members of the Council had raised concerns. She presented questions concerning whether Council members should make FOIA requests and, if so, whether the appropriate email account would be Town or private; whether the submission of her FOIA request to the town manager was appropriate; whether a FOIA request from a Council member would create a conflict of interest; the escalation path for resolution of questions regarding responses to FOIA requests; whether her own request constituted a violation of the Town Code; and whether the assignment of the FOIA officer role to the town manager was fiscally responsible. She recommended that the Town immediately appoint a FOIA officer other than the town manager, and an alternate.

Council member Harrison said multiple council members had raised questions about the matter because it appeared to them that it had become a personnel issue. She said the mayor's request for a meeting to address her concerns had not been specific regarding her objectives and that a routine request for information would have sufficed in lieu of a FOIA request. The mayor said she had wanted to be sure of obtaining all of the needed information and that she intended the FOIA request as an example of how the process currently works. She also expressed concerns about the opportunity cost of the manager handling FOIA requests, considering the manager's fiscal compensation, and recommended that the lowest-paid qualified person carry out FOIA responsibilities.

Recorder Arnold affirmed the right of anyone, whether an official or not, to make a FOIA request, but stated that Mayor Dickinson's use of her title in the request, and her follow-up upon receiving information she deemed insufficient, had created complexities and

ambiguities. He said the mayor's objectives in asking for a meeting had been unclear. He said he had no objection to the town manager handling FOIA requests and that a conflict had arisen owing to personnel and processes being questioned.

Council member McDonald expressed bafflement with the amount of time expended on the matter and objected to the use of a FOIA request as an attempt to generate an example of the quality of administrative processes.

The mayor said the Town was losing money and that this was her concern, suggesting that Leslie Kelley in the Police Department would have been the appropriate person to act as FOIA officer. Ms. McDonald said the use of a FOIA request as an example was itself costly. She said that Mr. Dalton had acted correctly.

Council member Rodriguez noted the variety of the town manager's responsibilities and suggested designating a FOIA officer and an alternate and moving on.

Council member Gibson noted that the Town has had five clerks in three years, and questioned the appropriateness of a Council member making a FOIA request at a time when Mr. Dalton is preoccupied with more pressing business. She suggested that in the absence of a clerk, Mr. Dalton was possibly the best person to handle FOIA requests.

There was no further discussion. The mayor noted that the Town had recently experienced difficult times owing to the deaths of resident Paul Jones and Town employee Stephen Lilly.

Council member Gibson made the motion to approve a resolution honoring Paul R. Jones, seconded by Council member McDonald.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

Council member McDonald made the motion to approve a resolution honoring Dorothy Lee Broy Grubbs, seconded by Council member Gibson.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye
Abstain: None

Mayor Dickinson then referenced a proclamation honoring Paul R. Jones's service on the Council and ordering the Town flag at the Government Center flown at half-staff and the ceremonial drape placed above the entrance from June 5 to June 13.

The mayor said she had also signed a proclamation honoring Stephen Donald Lilly for his service with the Utilities Department and ordering the Town flag at the Government Center flown at half-staff and the ceremonial drape placed above the entrance from May 29 to June 5.

The mayor also recognized Daniel Marsden with a proclamation congratulating him for attaining the rank of Eagle Scout.

Mayor Dickinson asked the Personnel Committee to establish a policy for the issuance of proclamations and present it to the Council for a vote, in order that surprises might be avoided.

The mayor concluded her report by commending everyone who worked on the park for Memorial Day.

10. Report of Harry Lee Arnold, Jr., Recorder

Recorder Arnold said he had nothing to report.

Council member Harrison inquired whether the mayor had yet drafted a letter about the plaque honoring the veterans that was discussed in the May meeting. Mayor Dickinson said she had not, as she did not yet know how the Town was proceeding in the matter. Recorder Arnold said the mayor had been present at the meeting at which the plaque and the particulars of its size and location were approved.

Mayor Dickinson said that in the last meeting at which she had asked about the status of the plaque, Mr. Dalton had told her that the building manager, Mr. Ash, was working on it. She said she had not heard of the plaque being approved by the County and that she had received no directions concerning the purchase of the plaque. Recorder Arnold said the Building Committee had approved the plaque and that the matter did not require further submission to the Council or the County for approval.

The mayor said she apparently had missed something and that she would notify the Committee that it could purchase the plaque. Recorder Arnold said that he understood from reading the minutes that the Committee had disbanded in December, so there is now no committee to handle the matter. Mayor Dickinson said she was at a loss. She said the VFW is holding the funds and has appointed someone to purchase the plaque for presentation to the Town and County, but that she had not received approval to proceed with the purchase.

Recorder Arnold stated that the mayor had previously said she would be the one to take care of the matter. Mayor Dickinson then read from Item 18, page six of seven in the meeting minutes, in which the record indicates that she had asked about the status of the plaque and that Town Manager Dalton had said he believed the Building Committee had put it in the hands of Mr. Ash as building manager and that he, Mr. Dalton, would follow up with Mr. Ash. The minutes said she wanted to send a letter of thanks to the VFW, American Legion, and Marine Corps League for donating the plaque and that she would draft a letter and send it to Council members for comment. She said that none of the meeting minutes or any emails indicate that she was told to let them know they could purchase the plaque.

Recorder Arnold reiterated that the mayor had placed herself in charge and said that it was impossible to notify a committee that had been disbanded. He said he had stated last month that the County was not purchasing the plaque. He had spoken with Mr. Weiss to see that follow-through occurred. He said the plaque has been approved.

The mayor said that her understanding was that the VFW was holding the funds and awaiting approval from Town and County, but that she had not been notified. The discussion concluded with Mayor Dickinson stating that if the County has approved the project and the funding has been established, and if all that is now necessary is for her to instruct the VFW to purchase the plaque, she will give that instruction.

11. Report of Christy Dunkle, Assistant Town Manager for Community Development

Ms. Dunkle presented a resolution requesting the acceptance of McNeil Drive into the Public Street System. She said that with the completion of McDonald's the street now has three users, which qualifies it for inclusion.

Council member Gibson made the motion to approve, seconded by Council member Rodriguez.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

Town Manager Dalton praised McDonald's for its cooperation with the Town in bringing McNeil Drive into the secondary system, and Mayor Dickinson said McDonald's had praised the Town as well.

Ms. Dunkle also presented a motion for approval of a public improvement bond for Coloma River in the amount of \$45,000 for crossing First Street in three locations in order to access a public water main prior to paving scheduled on or after July in association with a Coloma River development

project. Mr. Dalton said the project must proceed promptly if the agreed-upon paving standard and costs are to be maintained.

Council member McDonald asked for clarification about Coloma River and what businesses would be included in the new development. Ms. Dunkle said that Coloma River had purchased the former Smalley Packaging buildings and that a cidery was likely moving into one of the buildings.

Council member Gibson asked how residents would be affected by the project and whether they would receive sufficient notice of inconveniences. Mr. Dalton said that traffic disruptions would occur and that a traffic-control plan is required by the applicant but that no serious interruptions are expected. He said that Code Red would be used for notifications as necessary.

Council member Gibson made the motion to approve, seconded by Council member Rodriguez.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

12. Report of Keith Dalton, Town Manager

Mr. Dalton commended the Town for its handling of the recent Lilly fatality, and praised Lilly's performance during his employ.

Mr. Dalton said that the Town and the company from which it leases copiers have been discussing a lease update and new equipment, and that some agreements require the persons executing them to certify the passage of a resolution authorizing them to do so. Mr. Dalton presented a resolution authorizing the Town Manager to execute such agreements providing for goods and/or services of a value not exceeding \$100,000 over the term of any such agreement.

Recorder Arnold made the motion to approve, seconded by Council member McDonald.

Mayor Dickinson asked whether an expiration date was necessary. Mr. Dalton said no, that an agreement could be revoked at any time, but that an expiration date would not be a bad idea. After brief discussion, the mayor concluded that the tracking of such a date would add unnecessary complication.

Roll call vote as follows:

McDonald: Aye
Harrison: Aye
Gibson: Aye
Rodriguez: Aye
Arnold: Aye
Dickinson: Aye
Abstain: None

13. Report of Erecka Gibson – Chair, Budget and Finance Committee

Council member Gibson moved for approval of the fiscal year 2019-2020 budget and appropriations, seconded by Council member Rodriguez.

Roll call vote as follows:

McDonald: Aye
Harrison: Aye
Gibson: Aye
Rodriguez: Aye
Arnold: Aye
Dickinson: Aye
Abstain: None

Council member Rodriguez proposed that the Committee begin working toward a long-range financial sustainability plan, beginning July or later. Various summer dates were suggested. Ms. Rodriguez said the plan should deal not just with capital expenditures but also with general government expenses and with debt service. She recommended proceeding before the Town addresses next year's budget, but agreed with the mayor that the matter could wait until the new treasurer is on board. Ms. Gibson said that if such a plan probably is desirable, the Town needs a system or tool.

Mayor Dickinson asked about the status of online bill payment. Ms. Moreland said Heather Halterman is working on it and has obtained additional information on software integration. Mr. Dalton said he would like to move forward by the end of the summer, which Ms. Moreland said is possible. Various dates were discussed, with September being most promising.

The mayor thanked Ms. Moreland for the quantity of data in her ACH transactions report.

Recorder Arnold said the Town needed to reach a decision on water and sewer rates and availability fees as soon as possible. Council member McDonald said that the water and sewer issue should be resolved before the Town addresses online payment, that the Town should give priority to major, critical issues and avoid bogging down in other matters. Council member Gibson said online payment was badly needed and that plans for a September discussion did not constitute not an overly aggressive timetable.

14. Report of Kara Rodriguez – Chair, Community Development Committee

Council member Rodriguez said the Committee's next meeting was set for June 24. She said she had consulted with Town Manager Dalton regarding the economic development MOU with the County and that the Town is waiting for the County to put it on the calendar. Mr. Dalton said the County was ready and that all that was needed was to agree upon a time.

Council member Rodriguez said she might sit in on that meeting to listen. Mr. Dalton pointed out that the newly approved budget provides funds for the playground. Council member Rodriguez said the branding and marketing study was also included and requires discussion.

15. Report of Donna McDonald -- Chair, Public Safety Committee

Council member McDonald had nothing to report.

Police Chief White said the next meeting would be June 26.

Mayor Dickinson said the plastic covers on numerous parking meters had become discolored, making the meters difficult for motorists to read. She suggested checking to see whether those meters were still under warranty.

16. Report of Diane Harrison – Chair, Streets and Utilities Committee

Council member Harrison said the Committee had not met and would next convene on June 25.

Mr. Dalton discussed the preliminary engineering reports on drainage areas on Jackson Drive, Dorsey Street, and Archer and Ashby Courts, which he said are expected to be submitted by June 20. The mayor asked the reason for the tardiness, and Mr. Dalton said matters had been complicated by a death in the organization. The mayor said that this was the second consecutive contract on which Pennoni had been late. She expressed concern that the delay would prevent the Council from dealing with the matter until after the peak rainy season.

Council member McDonald reiterated the importance of avoiding delays. Council member Harrison said the Town could not act on the study immediately because it was awaiting another one also. Council member Gibson said the funds necessary for proceeding had not yet been appropriated. Council member McDonald asked whether the solution of the drainage problem would guarantee stoppage of house flooding. Mr. Dalton replied that the water table is very high and that the problem is not localized, and said the main objective is to improve surface drainage in specific areas. Council member McDonald said it was important for the public to know that there are no guarantees. Mr. Dalton said the money for the project has not yet been set aside but that the study would provide an indication of the best means and the cost.

Council member Gibson, Mr. Dalton, and Council member McDonald briefly discussed the completion of the new Public Works facility.

17. Report of Harry Lee Arnold, Jr. – Chair, Personnel, Appointments, and Policy Committee
Recorder Arnold said that interviews for the hiring of the new treasurer are proceeding.

18. Closed Session

Recorder Arnold moved that the Council move into closed session, seconded by Council member Gibson.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

The Council departed the chamber and went into closed session at 8:57 p.m. and reconvened in open session at 9:33 p.m.

Council member Rodriguez moved that the Council reconvene in open session, certifying that the Council had moved into closed session pursuant to a recorded affirmative vote in accordance with the Virginia Code and the Freedom of Information Act and had discussed only public business lawfully excluded from open meeting requirements and that only those matters identified in the motion convening the closed meeting were heard, discussed, or considered.

Council member McDonald seconded.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye

Dickinson: Aye

Abstain: None

19. Other

Council member Harrison requested that Mr. Dalton formally introduce newly hired Town Clerk Paul Culp. Mr. Dalton complied, stating that Mr. Culp would be especially helpful with regard to correspondence and resolutions.

Mayor Dickinson said that she would step away from Public Safety until matters related to trash were again the topic.

20. Adjourn

There being no further business, **Council member Rodriguez made the motion to adjourn the meeting, seconded by Council member Harrison. The motion passed by consensus.**

The meeting adjourned at 9:38 p.m.

Harry Lee Arnold, Jr., Recorder

Paul Culp, Town Clerk

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Work Session
June 25, 2019

A work session of the Berryville Town Council was held on Tuesday, June 25, 2019 at 3:00 p.m. in the Berryville-Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Town Council: Present: Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Donna Marie McDonald; Diane Harrison; Erecka Gibson; Kara Rodriguez

Staff: Present: Keith Dalton, Town Manager; Desiree Moreland, Treasurer

Press: None present

1. Call to Order: Mayor Dickinson called the meeting to order at 3:00 p.m.

2. Approval of Agenda

Ms. Rodriguez made the motion to approve the agenda as presented, seconded by Ms. Harrison. The motion was approved unanimously by voice vote.

3. Closed Session

Ms. Gibson moved that the Council enter a closed session in accordance with § 2.2-3711-A-1 Code of Virginia, for discussion, consideration, or interviews of prospective candidates for appointment. Ms. Rodriguez seconded the motion, which was approved by a unanimous voice vote. The Council went into closed session at 3:02 p.m. and reconvened in open session at 5:10 p.m.

Ms. Rodriguez moved that the Council adopt a resolution in conformity with Section 2.2-3712.D of the Code of Virginia certifying that it had convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act, and that to the best of each member's knowledge had discussed only public business lawfully excluded from open meeting requirements and that only those matters identified in the motion convening the closed meeting were heard, discussed, or considered. Ms. McDonald seconded.

Roll call vote as follows:

McDonald: Aye

Harrison: Aye

Gibson: Aye

Rodriguez: Aye

Arnold: Aye
Dickinson: Aye
Abstain: None

4. Other:

The Council discussed changing the time of the July 9 work session on water and sewer rates, and rescheduled it for 1:00 p.m.

5. Adjourn

Ms. Rodriguez moved for adjournment, with Ms. Gibson seconding. The motion passed by a unanimous voice vote, and the Council adjourned at 5:17.

BERRYVILLE TOWN COUNCIL COMMUNITY DEVELOPMENT COMMITTEE
Berryville-Clarke County Government Center
MINUTES
June 24, 2019

A meeting of the Town Council Community Development Committee was held on Monday, June 24, 2019 at 2:00 p.m. in the Berryville-Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Committee members present: Kara Rodriguez, Chair; Diane Harrison

Member absent: Donna McDonald

Additional Town Council member present: Recorder Jay Arnold

Staff present: Keith Dalton, Town Manager; Christy Dunkle, Planner/Assistant Town Manager; Paul Culp, Town Clerk

Press present: Mickey Powell, Winchester Star

1. Call to Order

Chair Rodriguez called the meeting to order at 2:02 p.m.

2. Approval of Agenda

Ms. Harrison made the motion to approve the agenda as presented, seconded by Chair Rodriguez.

3. Discussion: Branding and Marketing

The committee and staff discussed the process by which a request for proposal will be issued and the funding that will be available for this effort in the Fiscal Year 2020 budget. Chair Rodriguez and Ms. Harrison suggested that consultation with other localities might be useful for refining the scope before drafting a proposal for the Town Council's approval. Chair Rodriguez said that branding should include a logo, tagline, and marketing study and analysis. Ms. Harrison said that the study and analysis should have priority.

Ms. Dunkle suggested that it would be helpful for Town and County to work together. She said it would be necessary to determine the target market of a marketing campaign: Would it be intended to appeal to current residents? Potential residents? Businesses? Tourists? She said that a hotel was crucial and that the consultant updating the hotel feasibility study is sending a SurveyMonkey survey to businesses. Ms. Harrison concurred regarding the importance of a hotel.

Ms. Harrison and Ms. Dunkle discussed the importance of consulting old studies and surveys for comparative purposes; demographic information over time; the role of housing and community in branding; and promoting knowledge of phases in community development in the past. Chair Rodriguez remarked on the effect of long-distance commuting among Berryville residents, many of whom are not well acquainted with the town because of time constraints.

Town Manager Dalton clarified the request that was approved as part of the FY 2020 budget, and the committee continued its discussion with the understanding that \$15,000 had been approved for this project.

Chair Rodriguez said she would draft a scope for the Council in time for its July meeting. She also estimated that the study would take 60 to 90 days. She and Mr. Dalton determined that a request for proposal was more likely than a request for qualifications but that the breadth of the scope likely would determine this.

4. Discussion: John Rixey Moore Playground

Mr. Dalton said the plan of action previously discussed had included rehabilitation of swings, buck-a-bout, and horses, and the replacement of the larger playset, which was 20 years old as of 2018. He said the current playset is suitable for children from age five to age 12 and that it would be desirable for the new equipment to continue this, but with an expanded play area for younger children. He said that the size of the fall zone is important and that Fibar is a more desirable material than rubber chunks. Mr. Dalton said he wanted to collect more information and return to the committee with firm ideas for its consideration, and that a representative from GameTime, the playground equipment company, could be invited for a presentation.

There was a discussion of toy musical instruments or a tunnel as other equipment options. Ms. Harrison said she preferred the musical instruments, as a tunnel poses potential security problems and could harbor snakes. Mr. Dalton concurred. Ms. Dunkle asked whether the noise from musical instruments would be excessive, and Mr. Dalton and Ms. Harrison said that it would not.

Ms. Harrison said that a shade structure of some type had been discussed previously. She said that a pergola did not provide sufficient shade and asked whether a shelter with a metal roof would be possible. Mr. Dalton said that with any structure it would be necessary to consider the view from the street and whether such an edifice would block the view of the Christmas tree. A discussion of proposed locations for a shade structure occurred.

Chair Rodriguez suggested a removable shade structure, and Mr. Dalton said one could be deployed near an existing picnic table pad. She asked about whether the Town could charge for use of a shade structure, and Mr. Dalton said it would be necessary to research deed restrictions.

Chair Rodriguez and Mr. Dalton discussed the possibility of a swing that would accommodate a baby. Ms. Harrison and Mr. Dalton discussed accessibility for the handicapped. Mr. Dalton also mentioned the probability of improving drainage in the fall zone.

5. Discussion: Economic Development/MOU with Clarke County

Mr. Dalton said that Recorder Arnold has requested that the committee provide guidance regarding specific issues and goals prior to the July 1 meeting with County officials. Chair Rodriguez said input from the County was needed, and more communication about shared goals, feasibility, and accountability. Ms. Harrison said it was necessary to work on a shared vision. Chair Rodriguez said more clarity was needed about who was responsible for which goal and that there were actions suggested by the original MOU that remained untaken. She said the plan tied in with branding and marketing, and asked Recorder Arnold for his thoughts.

Recorder Arnold said that many goals had in fact been achieved but that changes in administration had interrupted the process. He said the Town had never put up funding and that the County was waiting for more direction from the Town. He said it was important to have physical spaces available that would attract business. He also said that multiple groups were working on the same tasks and not coordinating their activities.

Ms. Harrison said that current businesses were receiving insufficient support from the localities. Ms. Dunkle said that the public sector was limited in what it could accomplish on behalf of the private sector. Chair Rodriguez said businesses wanted to be asked about their concerns, and Ms. Harrison said there was currently no forum in which businesses could come together. Recorder Arnold said that roundtables tend to want measures that are too expensive to be feasible. He said that increased signage on the bypass would be desirable. Ms. Dunkle reiterated that a hotel was crucial for the vitality of downtown, and Mr. Dalton said that a hotel was imperative if possible.

Closed Session

There was no closed session.

Other

Ms. Dunkle updated the committee on the SB collector study and the grant for sidewalk installation on Mosby Boulevard.

Adjourn

There being no further business, the meeting was adjourned at 3:04 p.m.

BERRYVILLE TOWN COUNCIL PUBLIC SAFETY COMMITTEE
Berryville-Clarke County Government Center
MINUTES
June 26, 2019

A meeting of the Berryville Town Council Public Safety Committee was held on Wednesday, June 26, 2019 at 2:00 p.m. in the Berryville-Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance:

Members of the Committee present: Donna McDonald, Chair; Diane Harrison

Staff present: Keith Dalton, Town Manager; Neal White, Chief of Police; Paul Culp, Town Clerk

1. Call to Order

Chair McDonald called the meeting to order at 2:00 p.m.

2. Approval of Agenda

Ms. Harrison made the motion to approve the agenda as presented, and the motion was approved by consensus.

3. Department Update

Chief White said that calls for service were higher than at the same time last year. He then mentioned the bike safety event to be held at the farmers' market on Sunday the 30th and National Night Out, which is scheduled for the first Wednesday in August. Chief White having mentioned a shortage of bicycle helmets to give to children, Ms. Harrison asked whether it might be possible to arrange donations. Chief White said yes, and Town Manager Dalton said the Rich Rau Fund was available and could be included in the annual budget as a line-item provision for lights, helmets, and other safety items. Chief White said the department works on bike safety across a wide age range, from teens to new riders.

Chair McDonald asked Chief White about the status of CTAC as part of the department's handling of mental health-related calls. He said that it would begin accepting clients on July 8 and that eight of the department's nine officers would be CIT-certified by the end of the current week. Mr. Dalton noted the large number of mental health calls received by the department, many of them requiring the attention of two officers, and said that the new program would provide considerable relief. Chair McDonald asked Chief White whether drug offenders were classified as mental health cases. He said that they were so classified if a call was related to mental health problems associated with drug use but not in the case of a criminal offense related to narcotics.

Chair McDonald asked Chief White about the status of the department's accreditation effort. He said the department was in the process of reformatting its policies and procedures so as to have them in the same order as the accreditation standards, and that time constraints were the main obstacle in a process he hoped to see completed within three months.

Chair McDonald noted the frequency of sirens and fire-and-rescue activity recently. Committee members and staff discussed the large number of lift-assist calls coming from senior facilities and private homes, and the added responsibility placed on the department by new housing developments. Chair McDonald said she would support efforts to add another officer to the department, and Mr. Dalton concurred. Chief White said that the addition of another officer would help meet the staffing requirements for a department that needs sufficient personnel for community events in addition to basic crime control.

4. Town Code Review Update

Committee members and staff discussed regulations for special events and demonstrations, amendments to chapter 20 and sections 10-7 and 9-34, and the application process for special-event permits. Chief White said that events approved prior to passage of the new regulations will proceed according to the old ones. Chair McDonald and Ms. Harrison agreed to forward the matter to Town Council for consideration in its July meeting.

5. Closed Session

There was no closed session.

6. Other

Ms. Harrison asked whether the police department was considering security cameras. Chief White and Mr. Dalton said that portable cameras were under consideration. They said that portable cameras were vulnerable to disablement but that permanent cameras raised concerns about how and when to monitor them.

Mention was made of a police officer returning to work after an injury, and Chair McDonald reiterated the need for additional personnel for better coverage in the event of the loss of an officer.

Mr. Dalton summarized the Fiscal Year 2021 budget items the committee had discussed: an additional patrol officer, funding the Rich Rau Fund, and surveillance camera equipment.

7. Adjourn

Ms. Harrison moved to adjourn, the motion passing by consensus at 2:55 p.m.

BERRYVILLE TOWN COUNCIL STREETS AND UTILITIES COMMITTEE
Berryville-Clarke County Government Center
MINUTES
June 25, 2019

A meeting of the Berryville Town Council Streets and Utilities Committee was held on Tuesday, June 25, 2019 at 10:30 a.m. in the Berryville-Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance:

Members of the committee present: Diane Harrison, Chair; Mayor Pat Dickinson

Staff present: Keith R. Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner, Paul Culp, Town Clerk

Others present: Representing Rappahannock Electric Cooperative: Chris Shipe from the Board of Directors; Jeff Hinson, Director of Member Services and Community Relations; Richard Collawn, Supervisor of Distribution Design (Bowling Green) and head of REC's lighting team

Press present: Mickey Powell, Winchester Star

1. Call to Order

Chair Harrison called the meeting to order at 10:30 a.m.

2. Approval of Agenda

The agenda was approved by consent.

3. Discussion: Rappahannock Electric Cooperative

Chair Harrison said the committee wished to confer with REC regarding residents' complaints about excessive light shining through their windows at night. She also said that downtown is too dark, especially on the side of the street opposite the lights and in the alley near The Tea Cart at 16 W. Main Street. She said greater uniformity in the distribution of light downtown was needed. Chair Harrison also asked who was responsible for dealing with dead trees on power lines: the property owner or REC? Mr. Hinson said this varies by location and that he would have forester Ken Rutherford contact the Town.

Mr. Collawn then gave a presentation on downtown lighting, covering the advantages of LED fixtures over high-pressure sodium fixtures, noting the lumen output of different fixture types. He explained that high-pressure sodium produces stronger light overall but that LED is more direct. Mr. Collawn provided a typical layout for 70-watt LED fixtures for a downtown area the size of Berryville's, explaining the effects of replacing Berryville's current lights with 70-watt LED's. In response to

Mayor Dickinson's concern about excessive light entering through upper-story apartment windows, Mr. Collawn explained that LED would reduce this problem by concentrating the light closer to the ground.

The presentation included typical downtown layouts for 135-watt and 209-watt fixtures; recommended foot-candle levels for roads and parking lots; and photometric results for 70-watt, 135-watt, and 209-watt foot-candle levels, with current monthly pricing for the different types of fixtures. Mr. Collawn said that there were no options that would provide a uniform level of light without creating an altogether new layout, but he said that 135-watt would provide the most uniformity in the downtown area. He also said that adding new wood poles would be aesthetically undesirable and very costly, and that a private contractor hired by the town for a new system would be prohibitively expensive.

Chair Harrison, Ms. Dunkle, and Mr. Hinson discussed the use of ten-foot arms, which Mr. Hinson said would not create problems with trees. Chair Harrison said that what was needed was for light to reach across the street, not necessarily that it be brighter, but Mr. Collawn and Mr. Hinson said that longer arms probably would not suffice, that greater brightness likely would be required.

Mayor Dickinson said that 135-watt fixtures might be the best but that unevenness across the street would likely be problematic. Mr. Collawn said this was because of pole location. Mr. Dalton asked whether tilting the lights would be helpful, but Mr. Collawn said that this could cause ocular discomfort.

Ms. Harrison and Mr. Dalton discussed choosing a place to experiment, probably near the alley, starting with 70 watts and extended arms and changing to 135 if needed. Mr. Dalton said he would confer with REC on the cost of a pilot project and present his findings to the Town Council. Mayor Dickinson and Mr. Dalton discussed what area precisely should be considered downtown.

Mayor Dickinson expressed concern that the colonial head fixtures used in some areas diffused light too widely and into homes. Mr. Collawn said that fixtures with house-side shields were available at a cost of \$25 beyond a conventional fixture. The mayor suggested having one standard for the entire town instead of installing fixtures with house-side shields on a per-complaint basis, but Mr. Hinson and Ms. Harrison noted the high cost of comprehensive replacement. The mayor suggested having one standard and allowing residents to opt out. Mr. Collawn suggested replacement when a complaint occurs and a light requires replacement in any case, but Mr. Dalton and Chair Harrison raised concerns about the level of complication and about friction arising when neighbors differ regarding what should be done.

Mayor Dickinson said that lighting affects the perception and experience of a neighborhood and that most neighborhoods do not need bright lights. Mr. Hinson introduced another type of shield, for cobra-arm fixtures, that would not require replacement of the entire fixture.

Mr. Dalton asked how the use of shields in some areas and not in others could be compatible with the goal of uniformity. Mayor Dickinson said that the Town is not carrying out a new design and does not have consistency in lighting conditions anyway. She said that multiple solutions might be necessary. Mr. Dalton and Mr. Collawn discussed the possibility of developing a plan for adding shields as needed.

4. Discussion: Stormwater Preliminary Engineering Reports

Mr. Dalton said that schedule conflicts have prevented a full conversation with the engineers, but that the engineers said they were behind on the task. He said he is not sure what can be done about the Jackson Drive pond area.

Chair Harrison noted that prior to the Town Council taking action on recommendations from either of the preliminary engineering reports there will have to be a full understanding of how each project will affect the entire Town Run watershed. Mr. Dalton agreed and noted that the preliminary engineering reports will aid the Town Council in future budget considerations.

5. Sidewalk Gap Review

Ms. Dunkle discussed the Mosby Boulevard TAP grant for portions of sidewalk that are unbuilt. She said she anticipates submitting the pre-application this week.

6. Closed Session

There was no closed session.

7. Other

Mr. Dalton said that Crow Street will soon require sidewalk work and that he would like to confer with the committee about improvements to the streetscape. Mayor Dickinson asked if improvements to the north side of the street would also be incorporated. Mr. Dalton said that he would like to examine that area later because the improvements there will be significant and expensive and will require assistance from an engineer and legal counsel. He said that the improvements will include commercial entrances, curb and gutter, sidewalk, and storm water management structures. Mr. Dalton said that he recommends examining improvement of Crow Street, the Crow Street parking lot, a portion of South Church Street, and the John Rixey Moore parking lot at one time to develop an attractive streetscape.

Mayor Dickinson asked about the status of a proposed electric-car charging station in the Rixey Moore parking lot. Ms. Dunkle said additional electrical work, including a new pole and fixture, was needed for a charging station. Mr. Dalton said that a grant had come through but that the town had neither accepted nor rejected it at this point, as the Town still needed to determine how the provisions of the grant would affect parking.

8. Adjourn

There being no further discussion, the meeting was adjourned at 11:41 a.m.

Attachment 2

Planning and Community Development

Action Items

Set Public Hearing – Home Occupation

Set Public Hearing - Rezoning

July 9, 2019

Planning Commission

The Planning Commission held a meeting on Tuesday, June 25, 2019. They set a public hearing for a Home Occupation and sponsored and set a public hearing for Phase V of the Hermitage subdivision. Both public hearings were set for their next meeting scheduled for Tuesday, July 23, 2019.

Berryville Area Development Authority

The BADA did not hold a meeting in June. Their next meeting is scheduled for Wednesday, July 24, 2019 at 7:00pm.

Architectural Review Board

The ARB will be meeting on Wednesday, July 3, 2019 to discuss the following items:

Sign Review

Rick Sponseller (Owner, Sponseller's Flowers), is requesting a Certificate of Appropriateness in order to replace an existing wall sign on the east side of his building located at 2 West Main Street, identified as Tax Map Parcel number 14A2-((A))-61A, zoned C General Commercial.

Architectural Review

Tim McClenahan (Owner, Capital Builders, LLC), is requesting a Certificate of Appropriateness in order to construct a new single-family house at 726 East Main Street, identified as Tax Map Parcel number 14A3-((A))-34A, zoned DR-2 Detached Residential-2.

Their August meeting is scheduled for Wednesday, August 7, 2019 at 12:30pm.

Tree Board

The Tree Board will be meeting on Wednesday, July 10, 2019 at 7:30pm.

Board of Zoning Appeals

The BZA has not held a meeting since the last Council meeting.

BERRYVILLE TOWN COUNCIL
Set Public Hearing – Home Occupation
July 9, 2019

Julie Wheeler Abrera, (Owner, Beaumont House Design) is requesting a Special Use Permit under Section 603.3(f) of the Berryville Zoning Ordinance in order to operate a home occupation at her property located at 204 Battletown Drive, identified as Tax Map Parcel number 14A3-((2A))-21A zoned DR-2 Detached Residential. SUP 01-19

The Planning Commission has set a public hearing on this matter for their July 23, 2019 meeting.

Mrs. Abrera is requesting a Special Use Permit in order to offer workshops and client meetings at her floral design studio, Beaumont House Design, located at the address referenced above. She has been operating her business as a home office and would like to expand her business in Berryville.

Site Information

Mrs. Abrera obtained a zoning permit in June of 2018 in order to construct an accessory structure at the rear of her property to use as a home office. Offering workshops or having clients on the property requires an approved Special Use Permit for a home occupation in the DR-2 zoning district. As indicated in her application, the 1830's cabin was being torn down in the County and has been reconstructed on her property.

Zoning Information

The zoning on the property is DR-2 Detached Residential-2. Zoning applied to adjacent properties includes:

- Properties to the north, west, and south are also zoned DR-2 Detached Residential-2.
- The property to the east (owned by Audley) is zoned DR-1 Detached Residential and, while in the Annexation Area, has not been annexed into Town.

Business Activities

Mrs. Abrera would like to hold client and vendor meetings and conduct no more than six half day to two-day workshops with a maximum of 12 participants on the property. The applicant will be using a portion of the accessory structure for the home occupation.

She will not be offering overnight accommodation. Hours of operation as identified in the application would be 9:00am until 9:00pm.

A synopsis of proposed activities is identified on page 2 of the applicant's submission.

Parking

The applicant's driveway can accommodate approximately six vehicles.

Landscaping

A landscape plan is included in the application packet for review. Mrs. Abrera identifies existing mature landscaping and describes proposed new plantings in her submission.

Lighting with motion detectors is in place on the principal structure. Lighting on the cabin is downcast at the eastern entrance (covered with small roof), eastern porch entrance, and west facing backdoor. Security lights are also proposed on corners of the cabin. Proposed landscape lighting will be downcast and will be at ground level no higher than six inches above grade.

Signage

Signage for Home Occupations is regulated under sections 307.3 and 315.5(a) of the Berryville Zoning Ordinance. The size shall not exceed two (2) square feet.

Process

The Planning Commission has set a public hearing on this matter for their July 23, 2019 meeting when they will discuss and recommend conditions of approval to Town Council. The applicant is aware that Town Council will not be holding an August meeting and that Council will likely schedule a public hearing for the September meeting. Conditions may include but not be limited to the following:

- Hours of operation
- Parking
- Number of events per year
- Outdoor activities
- Exterior lighting

The public hearing will be advertised in the Winchester Star per Code of Virginia requirements for both Planning Commission and Town Council public hearings. Adjacent and affected property owners will be notified prior to each public hearing.

The following items are included with this report:

- Special Use Permit application with attachments including site plan and landscape plan;
- Vicinity Map;
- Section 315 Home Occupations, Home Offices of the Berryville Zoning Ordinance;
- Section 603 DR-2 Detached Residential-2 of the Berryville Zoning Ordinance; and
- Section 503 Special Use Permit of the Berryville Zoning Ordinance.

Recommendation

Set a public hearing for the September 10, 2019 meeting.

Town of Berryville
101 Chalmers Court – Suite A
Berryville, Virginia 22611
Phone: (540) 955-4081 Fax: (540) 955-4524 E-mail: planner@berryvilleva.gov

SPECIAL USE PERMIT APPLICATION

Please Note: This is an application only. The permit will be issued only if approved by the Berryville Town Council after review and recommendation from the Planning Commission.

To be completed by Applicant:

Date: June 11, 2019

Applicant's Name: Julie Wheeler Abrera

Applicant's Address: 204 Battletown Drive / Berryville VA 22611

Use Applied For: 503.1 / workshops

At the following address: 204 Battletown Drive / Berryville VA 22611

Special Conditions: _____

Property Owner's Name: Julie + Richard Abrera

Property Owner's Address: 204 Battletown Drive / Berryville VA 22611

Owner or Agent: The information provided is accurate to the best of my knowledge. I understand that the Town may deny, approve, or conditionally approve the request for which I am applying. I certify that all property corners have been clearly staked and flagged.

Signature: Julie Wheeler Abrera Date: 6/11/2019

Owner: I have read this completed application, understand its intent, and freely consent to its filing. Furthermore, I grant permission to the Town Planning Department and other government agents to enter the property and make such investigations and tests, as they deem necessary. I acknowledge that in accordance with Article X of the Subdivision Ordinance I am responsible for costs incurred for review of subdivision and/or development plans by the Town's engineer and that any other required tests or studies will be carried out at owner/agent expense.

Signature: Richard Abrera Date: 6/11/2019

TO BE COMPLETED BY ZONING ADMINISTRATOR

Special Use: HOMES OCCUPATION Zone: DR-2

Street Address: 204 BATTLETOWN DR Tax Map #: 14A3 ((2A)) 21A

Special Use Permit Fee: \$250 Paid: 6.11.19

Site/Plan Fee: \$125 Paid: 6.11.19

Signature of Zoning Administrator: [Signature] Date: 6.19.19

Application for Special Use Permit

Julie Wheeler Abrera

204 Battletown Drive

Berryville, VA 22611

June 11, 2019

Overview

Currently I operate Beaumont House Design, a floral design studio from 204 Battletown Drive. Established in 2013, Beaumont House Design produces floral design for weddings and special events in Virginia, Maryland and Washington DC.

Three years ago, I added floral workshops to the offerings of Beaumont House. These workshops have been held off-site at various locations in Berryville, Winchester, Loudoun County and the Washington DC metro area. The workshops teach floral design technique as well as an appreciation of locally grown flowers from area farmers. Workshops have been a wonderful partnership with local businesses. Specifically, the majority of workshops have been held at Modern Mercantile (13 S Church Street). What started as a holiday wreath making workshop at Modern Mercantile has grown into 4-5 workshops per year and been featured three times in *Mingle Magazine*, a national publication. Each workshop is kept intentionally small (no more than 10 people) to ensure an intimate and luxury based floral experience. Participants in the workshop come from metro DC, Loudoun & Clarke County, Maryland and beyond. Many of them are repeat attendees and make a point to arrive early or stay after the workshop to eat and shop in Berryville.

In 2017, my husband and I acquired a circa 1830's log cabin that was being torn down on the southern end of Clarke County. This cabin has now been reconstructed in our backyard (Clarke County Building permit #B180445). Our intent is to preserve a piece of Clarke County history and ensure that it stayed in the county. We have worked with a team of local experts (Main Street Architecture, Cochran's Stone Masonry, Hip 'N Humble, and Huntlands Landscape Architecture) to rebuild the cabin. In addition, at the suggestion of our farm neighbor Clermont Farm, we contacted the Northern Shenandoah Valley Chapter of the Archaeological Society of Virginia (NSVC-ASV) to complete an archaeological survey before breaking ground.

As the demand for floral workshops has grown, I would like to expand my offerings for more intensive workshops in the studio and the historic cabin. These special workshops will be held periodically throughout the year for small groups of no more than twelve (12) people. I will continue to hold workshops off site as well.

Request for special use

Ability to use the home-based studio and cabin for no more than six (6) floral workshops per year and client/vendor meetings on an as needed basis.

Frequency and scope of workshops

Hold workshops no more than six (6) times per year. These workshops will range from half day workshops to two-day workshop for groups of no more than twelve (12) participants.

Workshop overview

Workshops will be held across the studio and cabin spaces. In the studio space, participants will do hands on work with flowers. The cabin space will also be used for special floral installations and a general gathering space. Participation cost in the workshops currently ranges from \$350 to \$1500 per participant.

Typical workshop schedule (for a full day workshop):

- 9:30am Guests arrive to meet and mingle
- 10:00am Workshop begins / demonstration / discussion of flower choices, etc.
- 10:30am Participants begin their designs
- 12:30pm break for lunch onsite
- 1:30pm Resume workshop
- 3:30pm Set up for styled dinner
- 8:00pm dinner concludes/participants depart

Typical workshop schedule (for a half day afternoon workshop):

- 1:00pm Participants arrive
- 1:30pm Participants begin their designs
- 3:30pm break/move to cabin to begin floral installation
- 6:00pm workshop concludes

Workshop Prep and Materials

Preparation for the workshop involves setting up workspace (worktables, flowers) inside the studio. There may be limited circumstances where we would set up a work/gathering space on the patio attached to the studio or in the front of the cabin. This would consist of four- or six-foot folding tables, chairs and florals.

Client/Vendor meetings

Hold client/vendor meetings as needed. Beaumont House Design takes on a limited number of clients each year. These meetings typically last one to four hours with clients and related vendors as needed during the months long design and planning process. Meetings are held in the studio or in the cabin space between the hours of 9:00am to 5:00pm.

Mitigation of impact on neighborhood

204 Battletown Drive is located at the end of a dead-end street at the eastern town/county line. Bordered by a 15-acre field (owned by Audley Farm), we have three residential neighbors:

- 201 Battletown Drive (owned by JDM Transport LLC) to the north directly across the street
- 122 Battletown Drive (owned by Debbie Zimmerman, a member of the Planning Commission) on the west property line
- 754 East Main Street (owned by Everett & Cathy Sutphin) on the south property line.

Parking

Attachment 1: diagram from Main Street Architecture showing house and cabin location on property

Attachment 2: most recent property survey from January 2009

Workshop participants and clients will be instructed to park in the driveway. Capacity for parked cars in driveway is 6 cars as well as room for 5 additional cars parked immediately in front of property. Every effort, through written reminders in workshop materials to greeting guests when they arrive, will be made to limit parking to our driveway. Living on a public street, we also understand that cars can utilize on street parking not necessarily in front of our property.

Landscape Screening

We have worked closely with Huntlands Landscape Architecture in Purcellville, VA to develop a landscape plan that will screen activity in the backyard (along the west property line) from 122 Battletown Drive. Currently there are mature trees (a full size American holly, stand of mature redbud trees, dogwood, mature zelkova and deciduous magnolia) that provide a buffer with the plan to immediately plant (as soon as site work is completed on the cabin) a mixed evergreen border on the along the back west fence row, providing screening year-round.

Attachment 3: Planting plan

In the front yard along the west property line there are three groupings of mature plantings (a stand of three (3) mature redbud trees, two fast growing arbor vitae, a grouping of viburnum and a stand of three (3) mature crape myrtles). In addition, there is a seasonal mixed border of hydrangea, boxwood, Russian sage, ornamental grasses and bed for dahlias.

In the front of the property, there are foundation plantings, two mature dogwoods, a winter hawthorne and black gum tree. Along the eastern property line of the house are a mature (30' plus) magnolia, a stand of three serviceberry trees and a mixed border of mature spirea and weigela. To provide screening from 754 Main Street along the south property line, there is a stand of western cedars as well as a mixed border of fringe tree, hydrangea, serviceberry and redbud. The 754 Main Street property has a stand of mature pine trees and mature spirea along our common fence row, providing a significant four-season screen.

House Lighting

Reducing light pollution is a priority. On the rear of the house there are three motion sensor lights (one above the studio door, one at the first-floor corner and one on the second story

corner). There is no lighting on the western side of the house that shines directly into 122 Battletown Drive and typical front porch lighting (two ceiling lights as well as two lights flanking the front door).

Cabin lighting

The cabin has down facing exterior lighting at the east facing front door (which is covered by a small roof), east facing porch door and west facing backdoor. Security lights are located in the upper right corner in the front and back. These are motion-sensor based as well as on a switch that can be controlled from the house. Landscape lighting will be downward facing and illuminate the path from the studio to the cabin and is switch based.

Signage

On workshop/meeting day, a portable metal sandwich board style sign is placed in the driveway at the entrance to the backyard. This sign, which consists of the Beaumont House Design logo and arrow pointing towards studio entrance, is placed close to the house, not immediately visible from the street. Participants/clients use the back studio door, not the home's front door, for access.

Clients/vendors/participants all receive written notice to enter the studio via the driveway on the east side of the house, which is not visible from 122 Battletown Drive or 754 Main Street.

Liability Insurance

Beaumont House Design carries business liability insurance.

About Julie Wheeler Abrera and Beaumont House Design



Welcome to Beaumont House Design. Inspired by the Blue Ridge Mountains & Shenandoah Valley just beyond the garden gate, Beaumont House is about flowers, home, family and making memories.

Specializing in wedding florals and event design and intimate floral workshops, my boutique floral studio takes its design cues from Mother Nature. With a focus on using locally grown and foraged flowers, I love to create lush, distinctive flowers that tell your love story.

Based in Berryville, VA, you'll find me flowering in the DC metro area, Hunt Country, Charlottesville, the Shenandoah Valley and beyond. I take on a limited number of events each year so that I have the luxury of getting to know you.

I'm a proud [Shenandoah] Valley girl, passionate flower & tree lover and I bring my love of the bloom and celebrating life's milestones to my work at Beaumont House Design. Most days you will find me either in the studio or walking in the nearby fields with my dogs Bo & Puck.

I have been fortunate enough to train with many leading floral designers, including Erin Benzakein at Floret, Katie Davis at Ponderosa & Thyme, New York City based Putnam & Putnam and at the FlowerSchool New York as well being published in national and international wedding and design publications including Mingle Magazine, Magnolia Rouge, Artfully Wed, Southern Bride, the Carolinas Magazine and Belong Magazine.

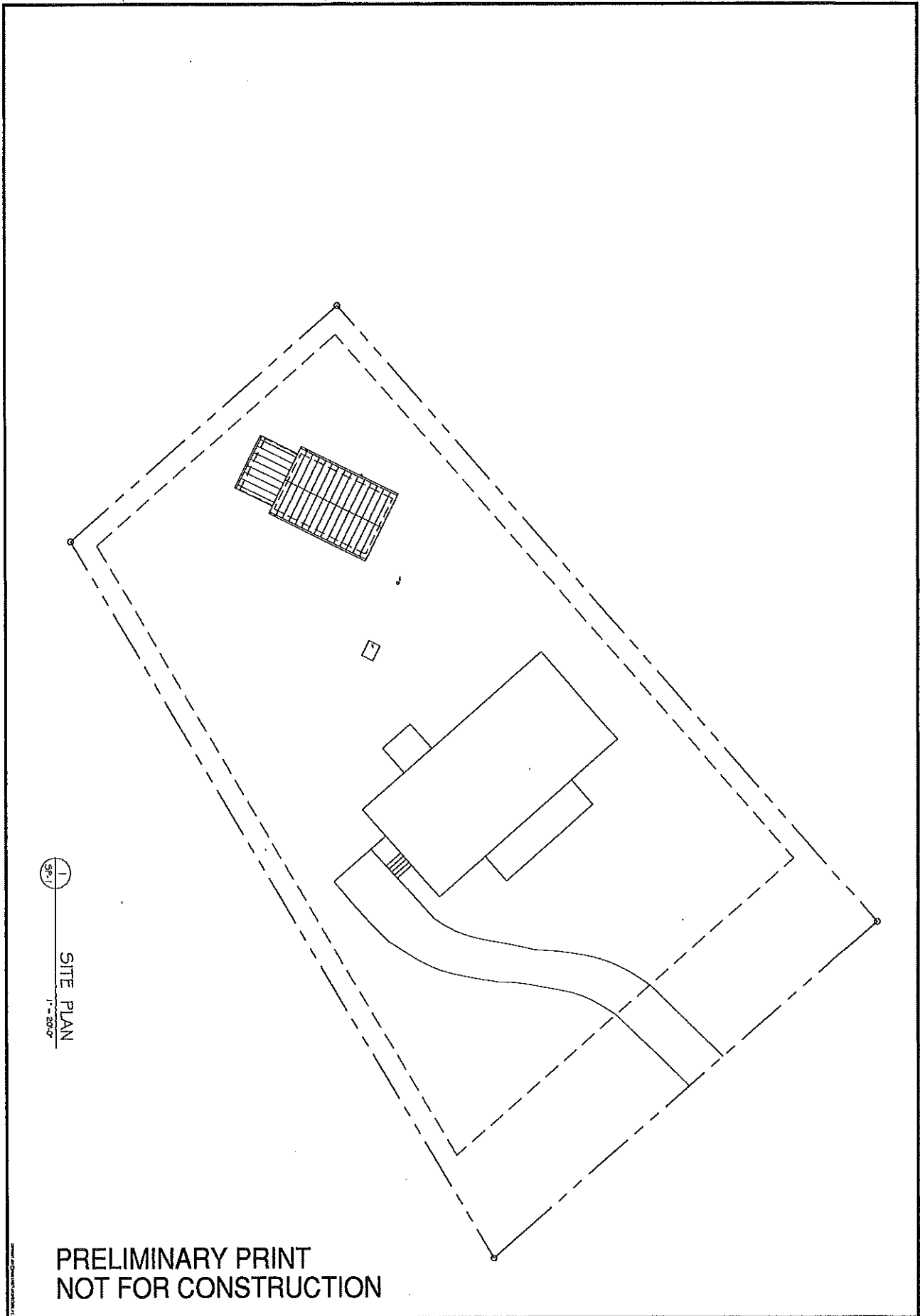
I have flowered at variety of exclusive venues in the Washington DC area including Congressional Country Club (Potomac, MD), Woodlawn Plantation (Alexandria, VA), Oatlands (Leesburg, VA), Stone Tower Winery (Leesburg, VA), Rosemont Manor (Berryville, VA), Pippin Hill (Charlottesville, VA), Big Cork Vineyard (Frederick, MD), The Retreat at Cool Spring (Bluemont, VA), Bluemont Vineyard (Bluemont, VA), Goodstone Inn (Middleburg, VA) and Audley Farm (Berryville, VA). In addition, I have worked on events with some of the floral design world's top planners and floral designers including Amaryllis Events (on the inauguration of the 45th President of the United States), Jacin Fitzgerald Events (a Martha Stewart top wedding planner) and Beehive Events (a Martha Stewart top event designer).

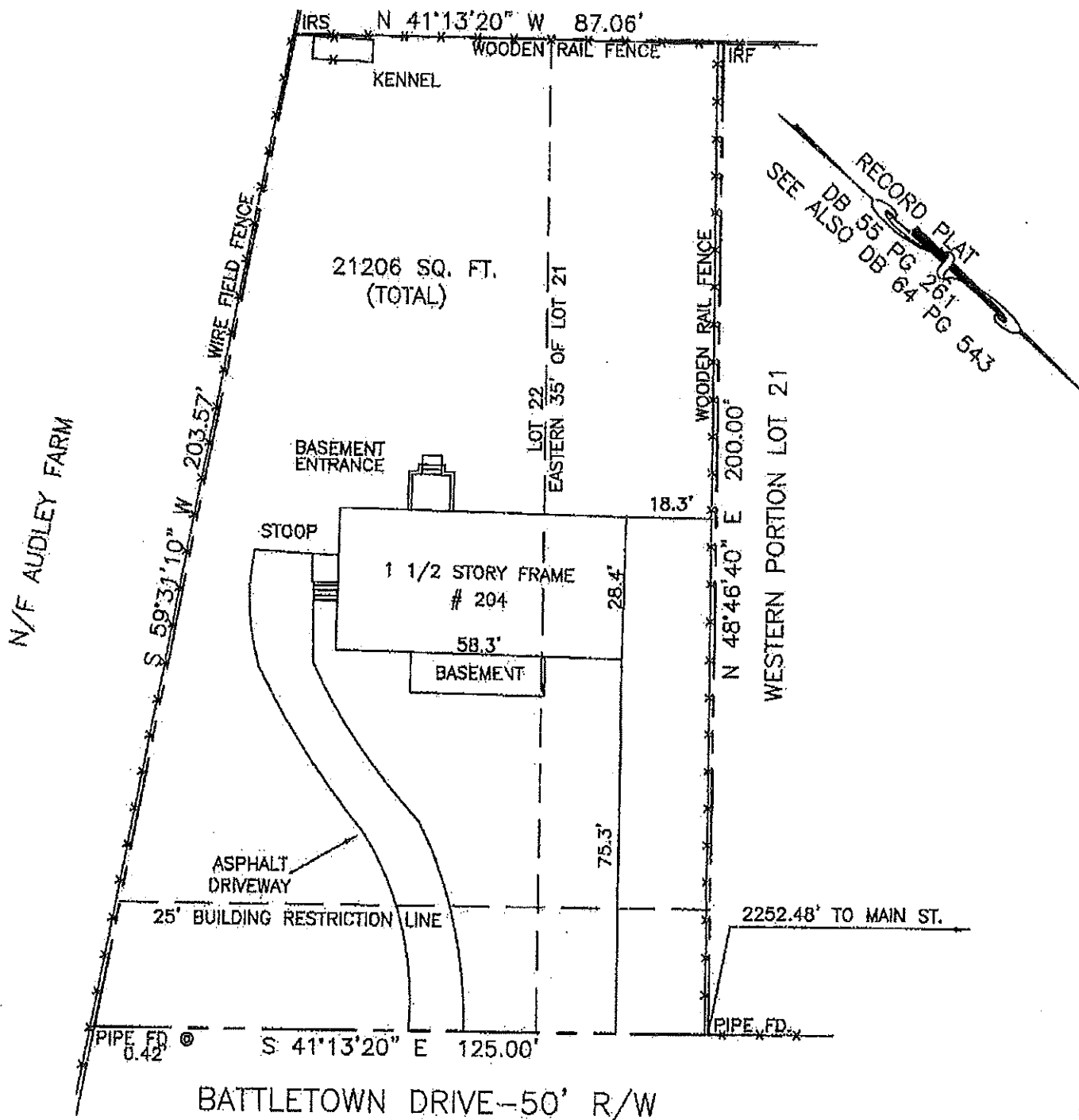
At Beaumont House Design I live by ten simple Rules of the House and believe in the power of flowers to connect us to time and place.



Attachments:

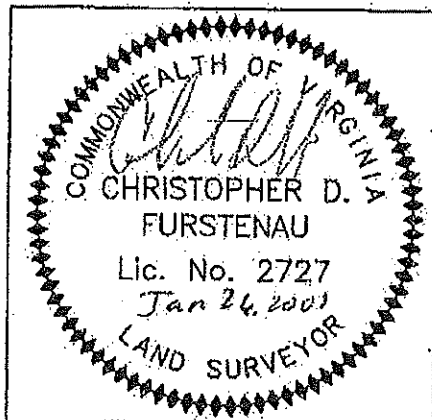
- 1 – diagram from Main Street Architecture showing house and cabin location*
- 2 – most recent property survey from January 2009*
- 3 – planting plan from Huntlands Landscape Architecture LLC*
- 4 – Clarke County GIS map of Battletown Drive area*





NO TITLE REPORT FURNISHED

SELLER: WARD
REFERENCE: DB 71 PG 327
PURCHASER: ABRERA



CHRISTOPHER D. FURSTENAU, L.S. PC

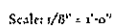
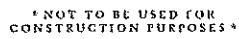
133 WEST BOSCAWEN STREET SUITE 8 WINCHESTER, VIRGINIA 22601
540 542-1164 FAX 540 542-1183 SERVICES@CDFSURVEYING.COM
MEMBER VIRGINIA ASSOCIATION OF SURVEYORS

DATE: JAN. 26, 2009

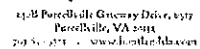
SCALE: 1" = 30'

TAX MAP: 14A3-2-A-21A

THIS IS TO CERTIFY THAT ON JANUARY 26, 2009 THAT I MADE AN ACCURATE SURVEY OF THE PREMISES SHOWN HEREON AND THAT THERE ARE NO EASEMENTS OR ENCROACHMENTS VISIBLE ON THE GROUND OTHER THAN THOSE SHOWN HEREON.

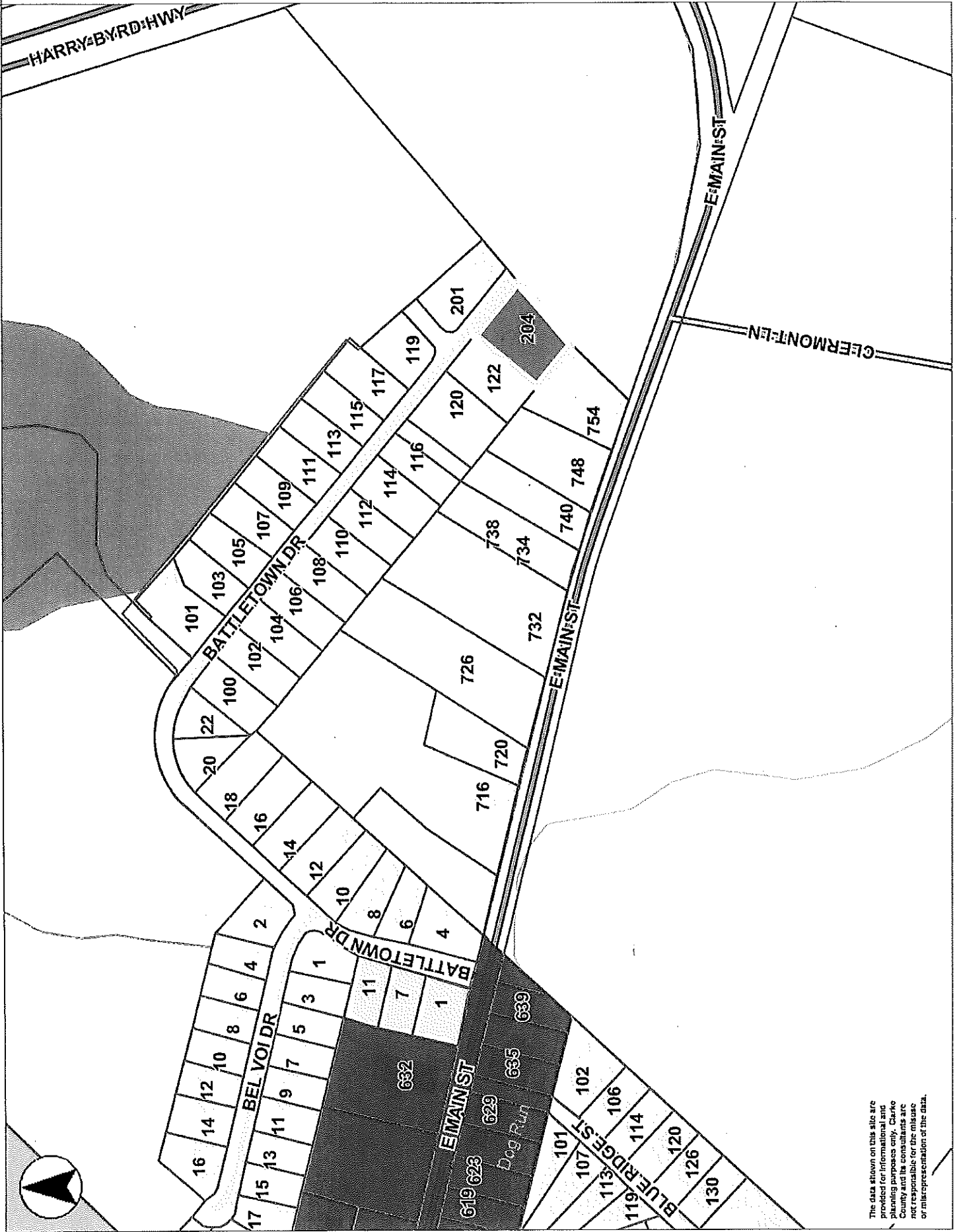


Berryville, Virginia 22611





- Public
Points of Interest
Parcels
Berryville Zoning
Detached Res-1 (DR)
Detached Res-2 (DR)
Detached Res-3 (DR)
Residential-1 (R-1)
Residential-2 (R-2)
Residential-3 (R-3)
Attached Res (AR)
Older Persons Res (OPR)
Open Space Res (OSR)
Business (B)
Business Park (BP)
Bus Commercial (BC)
Light Commercial (LC)
Downtown Commercial (DC)
Light Industrial (LI-1)
Institutional (ITL)
Towns
Clarke County Boundary
Major Roads
Interstate
US Highway
State Highway
Surrounding Counties Opp
Clarke County Roads
Private Roads
Roads
Rail
Buildings
Appalachian Trail
Streams
Perennial Streams
Intermittent Streams
Ponds
Rivers



The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or misrepresentation of the data.

(2/01) SECTION 315 – HOME OCCUPATIONS, HOME OFFICES

315.1 INTENT

The Town Council intends to allow Home Occupations and Home Offices in the town to foster economic activity. Through the application of this Ordinance, the Town Council intends to preserve the sanctity, tranquility, value, appearance, and ambiance of the residential neighborhoods, residential units, or residential uses in the Town and to prevent, eliminate, or discontinue home-based businesses that negatively impact residents living near, around, or next to the site of the home-based business.

315.2 ALLOWANCE OF HOME OCCUPATIONS AND HOME OFFICES

- (a) Under the terms of the Section, a Home Office may be conducted by right in any dwelling unit in any residence in the Town.
- (b) Home occupations are allowed in residences either by right or by Special Use Permit as permitted in a given zoning district.
- (c) No such use shall be instituted or maintained unless the Zoning Administrator has first issued a zoning permit for this use.

315.3 ADMINISTRATION AND ENFORCEMENT

- (a) The practitioner of the proposed Home Occupation or Home Office shall file a zoning permit application with the Zoning Administrator. The application shall include a description of the business to be conducted, the square footage of the dwelling unit and the square footage to be used for the Home Occupation or Home Office, and the names and addresses of the proposed owners.
- (b) A Home Occupation or Home Office may be conducted within a dwelling unit or accessory building only so long as the business use remains incidental and secondary to the use of the dwelling unit as a place of residence. The Zoning Administrator shall determine if a Home Occupation or Home Office is not, or stops being, incidental and secondary to the use of the dwelling unit as a place of residence if and when Town officers, or residents living near, around, or next to the dwelling unit used for a Home Occupation or Home Office may hear, see, smell, or detect the existence of this use, in such a manner as alters the residential character of the zoning district in which the Home Occupation or Home Office is located. In making this determination, the Zoning Administrator shall rely on the intent Section of the respective zoning district regulations, the Intent Section of this Article, and any public affidavits filed by such residents. If the Zoning Administrator determines that due to growth or change in the Home Occupation or Home Office, the Home Occupation or Home Office is no longer consistent with this Article and other relevant provisions of this Section, the Zoning Administrator may revoke the zoning permit issued to the person conducting the Home Occupation or Home Office. The person conducting this use shall cease operation after forty-five days written notice mailed by certified mail. During this time period the business owner may apply to the Board of Zoning Appeals for a determination of the Zoning Administrator's decision.

Section 315 – Home Occupations, Home Offices

- (c) The Town Treasurer shall refuse to issue a business license to any person conducting a Home Occupation or Home Office that the Zoning Administrator certifies is in violation of this Article.
- (d) No vested rights shall accrue to any person as to a Home Occupation or Home Office that begins as conforming to this Article and through growth or change becomes inconsistent with this Article and related provisions of this Section.

315.4 GENERAL RESTRICTIONS ON HOME OCCUPATIONS AND HOME OFFICES

(2/01)

A use within a residential dwelling shall meet the following criteria in order to qualify as either a Home Occupation or Home Office:

- (a) Such use shall be clearly incidental to a dwelling and if located within the dwelling, it must not occupy more than twenty-five (25) percent of the floor area of the principle structure.
- (b) No Home Occupation conducted in any accessory building shall occupy more than four hundred (400) square feet, which area shall be included in the maximum square footage allowed in Section 315.4(a). If located within an accessory building, a landscaping plan must be submitted for review and approval by the Zoning Administrator. If a Special Use Permit is required, the landscaping plan will be reviewed by the Planning Commission.
- (c) Such use shall be carried on by a resident or residents of the premises. No person not a resident on the premises may be employed, nor may there be sub-contracting of any work performed at the premises.
- (d) No stock, commodity, equipment or process shall be used in the Home Occupation which creates noise, vibration, glare, fumes, odors, electromagnetic interference, or radio frequency interference detectable to the normal senses off the lot if the occupation is conducted in a detached single-family residence, or outside the dwelling unit if conducted in an attached residence.
- (e) There shall be no exterior evidence that the building is being used for any purpose other than a dwelling.
- (f) There shall be no motor vehicle regularly operated from the premises that carries advertising.
- (g) All applicable licenses and permits shall be secured and other local, state, and federal requirements satisfied.
- (h) A Town of Berryville business license shall be obtained in accordance with Chapter 9 of the Code of the Town of Berryville (if applicable).
- (i) Home Occupation/Home Office permits shall be automatically renewed annually; however, permit shall be reviewed upon receipt of complaints.

315.5 HOME OCCUPATIONS (12/92)

In addition to those requirements listed in Section 315.4 above, a use within a residential dwelling shall meet the following criteria in order to qualify as a Home Occupation:

- (a) There shall be no advertising sign displayed other than a nameplate not exceeding two (2) square feet in area on each face of said plate.

Section 315 – Home Occupations, Home Offices

- (b) No storage of explosive or hazardous material is permitted in quantities not normally found in a residence.
- (c) Vehicular repair is specifically prohibited as a Home Occupation.

315.6 HOME OFFICE

In addition to the requirements listed in Section 315.4, a Home Office shall be a permitted use in a residential dwelling when fully meeting each of the following criteria:

- (a) Customers shall not come to the premises in order to receive the service provided.
- (b) There shall be no signs identifying or advertising the Home Office either attached to the dwelling or posted in the yard.
- (c) There shall be no advertising of the street address.

SECTION 316 – PROVISIONS FOR CUL-DE-SAC LOTS

316 PROVISIONS FOR CUL-DE-SAC LOTS

The minimum width of any lot 15,000 square feet or greater in area that fronts on a cul-de-sac, as defined in Section IX of the Subdivision Ordinance, shall not be more than a twenty (20) percent reduction at the setback line as set forth in the appropriate zoning district regulations. (9/98)

SECTION 317 – KARST FEATURES (07/04)

- 317.1** Prior to the issuance of a Zoning Permit for principle structures or additions thereto on lots in subdivisions for which a Karst Plan has been prepared or lots of record on which karst features have been identified, a geotechnical study shall be conducted at the site of the principle structure or addition to determine the existence of karst features. If karst features are found, a remediation plan shall be prepared by a PE or PG in order to protect the health, safety, and welfare of the occupants of the structure. This remediation plan shall:
- a. provide for mitigation of all karst features and sinkholes, except those identified as Critical Environmental Areas, in accordance with the Virginia Department of Transportation's Location and Design Division Instructional and Informational Memorandum 228 (IIM-LD-228) or other applicable mitigation standard as recommended by a PE or PG and approved by the Town's Engineer and the Town's Zoning Administrator, or
 - b. the applicant shall submit a report prepared by a PE or PG that identifies subsurface conditions within one-hundred (100) feet, or an appropriate distance as determined by the Town Zoning Administrator and Town's Engineer, of the discernable edge of any sinkhole or karst feature and establishes a minimum recommended setback for structures and a minimum recommended ground water protection buffer approved by the Town's Engineer and the Town's Zoning Administrator shall review and approve the report before issuance of said permit. (7/04)

(4/92) SECTION 603 - DETACHED RESIDENTIAL-2 (DR-2) DISTRICT

603.1 PURPOSE AND INTENT

The Detached Residential-2 (DR-2) District is created to provide for single-family detached residences in a carefully planned pattern compatible with the Comprehensive Plan's goals for residential development in the Town of Berryville and within the precincts of the Berryville Area Plan. A maximum density of two (2) units per net developable acre establishes a low-density district for detached residences. This district shall be applied with the intent of preserving existing natural features and vegetation, promoting excellence in site planning and landscape design, and encouraging housing of compatible scale and architectural character. Cluster residential development shall be encouraged and permitted, by right, so that specific environmental preservation and land use goals may be promoted.

603.2 PERMITTED USES

- (a) Single-family detached dwellings, either a conventional "dispersed" layout or a clustered layout subdivision--a clustered subdivision requiring site plan approval.
- (b) Accessory uses, to include detached carports and garages, tool sheds, children's playhouses, doghouses, private swimming pools and Temporary Family Health Care Structures as established in Section 323. **(11/10)**
- (c) Municipal utilities.

603.3 SPECIAL PERMIT USES

- (a) Bed and breakfast lodging occupying more than 300 square feet of a residence
- (b) Cemeteries
- (c) Churches and shrines
- (d) Day care centers and nursery schools **(10/94)**
- (e) Fire stations
- (f) Home occupations as defined in Section 315 **(12/93)**
- (g) Libraries and museums
- (h) Plant nurseries with no sale of nursery products permitted on premises
- (i) Private or public schools, parks, playgrounds, and related uses
- (j) Public utility uses (sub-stations, pump stations, storage tanks, etc.) and related easements, except for municipal utilities
- (k) Recreational uses such as public swimming pools, tennis courts, and golf courses

603.5 LOT SIZE, YARD, AND BULK REQUIREMENTS FOR CONVENTIONAL LOTS

- (a) Lot area: Minimum--20,000 square feet; maximum--45,000 square feet.
Refer to Section 611 regarding the impact of critical environmental areas on lot size requirements.) **(1/93)**
- (b) Minimum lot width
 - (1) Interior lot: 100 feet **(7/04)**
 - (2) Corner lot: 120 feet **(7/04)**
- (c) Minimum yard requirements
 - (1) Front yard: 30 feet **(7/04)**
 - (2) Side yard: 15 feet

Section 603 Detached Residential-2 (DR-2)

- (3) Rear yard: 40 feet (residences) (7/04)
- (4) Accessory structure: 5 feet (rear and side setbacks)
- (d) Maximum building height: 35 feet

603.6 MINIMUM DISTRICT SIZE FOR CLUSTERING

Minimum district size for cluster subdivision: 4 acres

603.7 LOT SIZE, YARD, AND BULK REQUIREMENTS FOR CLUSTER LOTS

- (a) Minimum lot area: 12,500 square feet (7/04)
Maximum lot area: 30,000 square feet (7/04)
(Refer to Section 614 regarding the impact of critical environmental areas on lot size requirements.)
- (b) Minimum lot width
 - (1) Interior lot: 75 feet
 - (2) Corner lot: 90 feet
- (c) Minimum yard requirements
 - (1) Front yard: 25 feet
 - (2) Side yard: 10 feet
 - (3) Rear yard: 35 feet (residences) (7/04)
 - (4) Accessory structure: 5 feet (rear and side setbacks)
- (d) Maximum building height: 35 feet

603.8 OPEN SPACE REQUIREMENTS FOR DR-2 CLUSTER SUBDIVISIONS

- (a) In subdivisions approved for cluster development, twenty (20) percent of the net site area which excludes 100-year floodplain, sinkholes, and slopes exceeding twenty-five (25) percent and fifty (50) percent of land with slopes between fifteen (15) and twenty-five (25) percent shall be open space, dedicated to common usage and ownership.

603.9 ADDITIONAL REGULATIONS

- (a) Refer to Article III for general regulations and other provisions which may supplement those cited herein.
- (b) Refer to Section 305 for off-street parking requirements.
- (c) Refer to specific Overlay Zoning Districts where applicable.
- (d) Refer to Section 614 for special regulations relating to cluster subdivisions, critical environmental areas, and open spaces.
- (e) Refer to Section 317 Karst Features for additional requirements. (7/04)
- (f) The lot size, yard, and bulk requirements in effect at the time of subdivision plat approval prior to January 1, 2011 shall remain applicable to such subdivisions until July 1, 2017. The foregoing shall not be effective unless any unreleased performance bonds and agreements or other financial guarantees of completion of public improvements in or associated with the subdivision are continued in force. (12/14)

Section 502 – Certificate of Occupancy

- 502.2** Prior to the issuance of a Certificate of Occupancy for a new structure, the Zoning Administrator will verify that all property corners have been set with permanent markers by a land surveyor licensed under the laws of the Commonwealth of Virginia. (11/00)
- 502.3** In addition to any other requirements for the issuance of a Certificate of Occupancy, a Certificate of Occupancy for a structure will not be issued unless (1) the structure is served by public water and sewer, (2) required curb and gutter and sidewalks are in place on the lot on which the structure is located and in place between said lot and an existing publicly maintained street, (3) a functional fire hydrant is located within three hundred (300) feet of the lot on which the structure is located, and (4) the lot on which the structure is located fronts on an existing publicly maintained street or street meeting Town requirements for a publicly maintained street. (8/01)
- 502.4** In addition to any other requirements for the issuance of a Certificate of Occupancy, after issuance of certificates of occupancy for structures on eighty percent (80%) of the lots in a section of a subdivision, a Certificate of Occupancy for a structure in the section will not be issued unless all public improvements in the section have been completed to Town requirements and all streets have been accepted for maintenance by the Virginia Department of Transportation (VDOT), or a complete application for acceptance thereof has been filed with VDOT. (8/01)
- 502.5** Upon written application, delayed installation of public improvements described in 502.3 and 502.4 may be considered by the Zoning Administrator. Approval of the application shall only be granted by the Zoning Administrator after consultation with the respective departments or agencies charged with the inspection, acceptance, and maintenance of the improvements, and only upon a further finding that the delayed installation will not be detrimental to the safety and welfare of the residents in the subdivision and the public. A written request for such delayed installation shall set forth the specific improvements sought to be delayed, the justification for the delay, and a committed date for completion of the improvements. A fifty-dollar (\$50.00) fee shall be paid with the request. If the Zoning Administrator approves the application for delayed installation of public improvements, the approval shall be subject to the applicant executing an agreement to hold harmless the town for any loss or liability occasioned by the lack of the improvements delayed. (8/01)

SECTION 503 - SPECIAL USE PERMIT

503.1 PROVISIONS FOR SPECIAL USE PERMITS

- (a) In consideration of an application filed with the Zoning Administrator, the Council may, after a public hearing, authorize the establishment of those uses that are expressly listed as Special Permit uses in a particular zoning district.
- (b) In addition to all applicable conditions and requirements of this Ordinance, the Council may impose any conditions deemed appropriate in the public interest to secure compliance with the provisions of this Ordinance.
- (c) Once a Special Use Permit is granted, the use shall not be enlarged, extended, increased in intensity or relocated unless authorized by the Council.

Section 503 – Special Use Permit

- (d) Whenever a Special Use Permit is granted by the Council, the authorized activities shall be established within two (2) years of the date of approval with an extension of one (1) additional year with Council approval, or such Special Use Permit shall expire without notice. (4/08)
- (e) Should the owner or operator of the use covered by the Special Permit fail to observe all requirements of law with respect to the maintenance and conduct of the use and all permit conditions, the Council may, after due notice to permit holder and a public hearing, revoke the Special Use Permit.

503.2 APPLICATIONS

An application for a Special Use Permit may be submitted by the property owner of record, tenant, or contractor owner.

503.3 APPLICATION REQUIREMENTS

Applications for Special Use Permits shall be accompanied by seven (7) copies of the following items:

- (a) Letter of request, signed by property owner and applicant, outlining complete details of special use desired.
- (b) Site development plan.
- (c) Floor plan, front, side, and rear elevations of proposed new buildings.
- (d) Certified house location plat.
- (e) Information deemed necessary by the Zoning Administrator.
- (f) Applicable filing fee.

503.4 APPLICATION PROCEDURE

- (a) Application submitted to Zoning Administrator, which shall be referred to the Planning Commission for recommendation, and a public hearing shall be scheduled by the Town Council.
- (b) Review by the Planning Commission (public hearing if desired) and recommendation to Town Council.
- (c) Public hearing by Town Council.
- (d) Town Council action (In acting upon the application, the Town Council shall consider the following, among other relevant factors):
 - 1. The health, safety, and welfare of the general public.
 - 2. Physical and visual impact on adjoining and abutting properties.
 - 3. Adequate utilities, drainage, parking, and other necessary facilities to serve the proposed use.
 - 4. Compliance with the adopted master plan.
 - 5. Environmental compatibility.
 - 6. Community sentiment.
- (e) Applicant to be notified by Zoning Administrator of Town Council action.

BERRYVILLE TOWN COUNCIL
Set Public Hearing – Rezoning
July 9, 2019

The Berryville Planning Commission is sponsoring a Rezoning request by Hermitage, LLC (Ron Mislowsky, Pennoni Associates, Agent) for Hermitage Phase V in order to adjust the zoning to align with the proposed lot configuration for 71 parcels on Tax Map Parcel number 14A4-((A))-23 zoned R-1 Residential and Tax Map Parcel number 14-A-11A zoned DR-1 Detached Residential-1. RZ 01-19

The Planning Commission agreed to sponsor this Rezoning in order for the zoning district lines to align with the revised lot configuration.

Background Information

The preliminary plat for the Hermitage subdivision was approved in 1998. At that time, a portion of the property was located in the Town and a portion in the County. All of the property is now within the Town's corporate limits. The existing zoning line between DR-1 and R-1 (the straight line indicated in red on Exhibit A of the application) reflects the respective County and Town corporate limits at the time of preliminary plat approval.

Staff has researched both Town and County files from 1998 – 2000 concerning the zoning in the Hermitage subdivision. While the zoning line was in its current location through Phase II of the subdivision, minutes do not reflect any action to rezone the lots in a similar condition in this earlier phase.

The updated Exhibits included in the application identify 71 lots in the subdivision of Phase V, two less than the previously approved plan. As Mr. Mislowsky references in the application, changes to storm water management regulations by the Virginia Department of Environmental Quality has prompted a reconfiguration of the lot layout.

Process

The Planning Commission will make a recommendation to Town Council on the Rezoning of the property with final approval by Council. Upon receipt of a Land Use Application, the Berryville Area Development Authority will review and approve the final plat of subdivision for Phase V. Staff has received construction plans which are currently under review. Public hearing notices will be published and adjacent property owners will be notified per Code of Virginia requirements for all public hearings.

The following items are included in this packet:

- Land Development Application;

- Memo dated June 19, 2019 requesting sponsorship of the rezoning and a narrative about the request;
- Exhibits A and B identifying zoning and phase information;
- Vicinity map; and
- Location of original zoning line identified on preliminary plat.

Recommendation

Set a public hearing for the September 10, 2019 meeting.

LAND DEVELOPMENT APPLICATION TOWN OF BERRYVILLE

(Please print or type)

Current Property Owner: Hermitage, LLC

Owner's Address: 13 South Loudoun Street, Winchester, VA 22601

Phone: 540-662-7215

Agent (Contact Person): Ron Mislowsky, Pennoni Associates

Agent's Address: 117 E Piccadilly Street, Suite, 200, Winchester, VA 22601

Phone: 540-771-2085

Check Appropriate Request:

☐ Subdivision - creating more than 2 lots

☐ Minor Subdivision - single lot divided into 2 lots

☐ Boundary Line Adjustment

☐ Site Plan

☒ Rezoning

☐ Text Amendment: ☐ Zoning or ☐ Subdivision Ordinance

☐ ARB Certificate of Appropriateness

☐ Other: _____

Complete As Applicable:

Nature of Request/Proposal: Adjustment of Zoning Boundary to match subdivision.

Tax Map & Parcel Number(s): 14-A-11A 14A4-A-23

Size of Project Site: A-11A - 35.25 AC A-23 - 23.43 AC

Proposed # of Lots: N/A Existing Zoning 11A - DR-1 23 - R1

Owner or Agent: The information provided is accurate to the best of my knowledge. I understand that the Town may deny, approve, or conditionally approve the request for which I am applying. I certify that all property corners have been clearly staked and flagged.

Signature: [Signature] Date: 6.19.19

Owner: I have read this completed application, understand its intent, and freely consent to its filing. Furthermore, I grant permission to the Town Planning Department and other government agents to enter the property and make such investigations and tests, as they deem necessary. I acknowledge that in accordance with Article X of the Subdivision Ordinance I am responsible for costs incurred for review of subdivision and/or development plans by the Town's engineer and that any other required tests or studies will be carried out at owner/agent expense.

Signature: [Signature] manager
Hermitage LLC Date: 7/1/19

OFFICE USE ONLY

Public Hearing Required? _____ Dates Advertised _____

Adjoining Property Owners Notified? _____

Action Taken: _____

MEMORANDUM

TO: Christy Dunkle, Assistant Town Manager, Berryville, VA

FROM: Ronald A. Mislowsky, PE

DATE: June 19, 2019

SUBJECT: Hermitage Rezoning

The final phase of the Hermitage development is Phase 5, at the southwest corner of the project area. That parcel currently has two lots, each zoned differently. The southernmost is in the annexation area and zoned DR-1. The northern parcel, adjacent to Phase 4, is zoned R-1 within the Town limits. The Preliminary Plan for phase 5 was approved about 13 years ago and at that time consisted of 73 lots and had the zoning and Town limits boundary jogging down the lots that were proposed with that submittal.

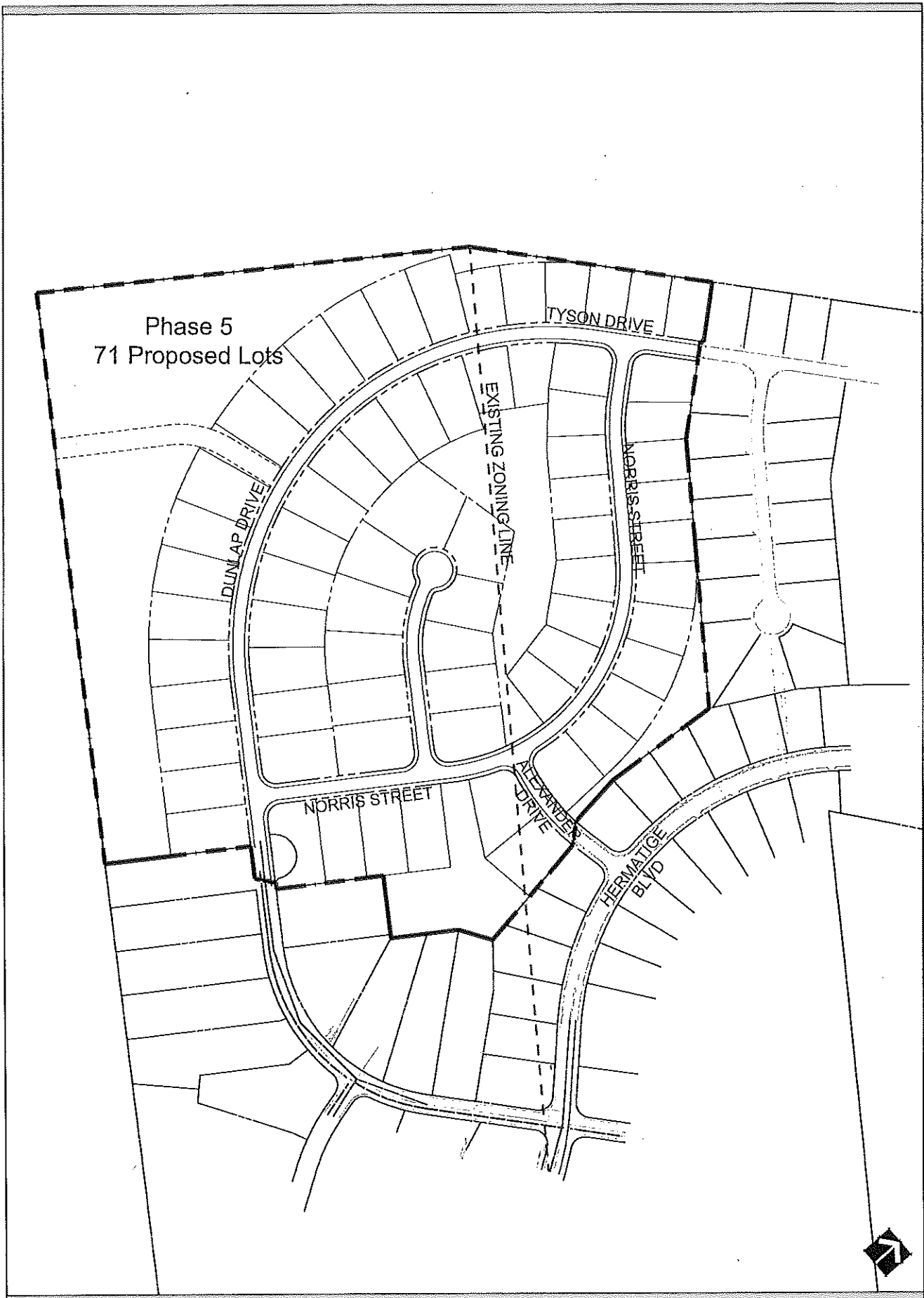
Since that approval, the State of Virginia has adopted a different set of stormwater treatment requirements which require low impact treatment for the runoff from the development. In order to implement a new stormwater treatment plan and also reduce the earthwork required to construct the road and utilities, we have revised that lot layout to provide room for treatment units and more open space that will be dedicated as a conservation easement. This new lot layout will require that the DR-1 and R-1 areas be rezoned to effectively shift the boundary to run down the proposed lot lines.

We have attached two exhibits. Exhibit A shows the new lot layout with the current zoning boundary and Exhibit B show the new layout with the proposed zoning boundary.

Areas in Hermitage have been rezoned in the past accommodate the final lot layout. The existing line jogs around lots in Phase 1, 2 and 3.

We request the Town sponsor this rezoning to conform to the proposed Phase 5 lot layout.



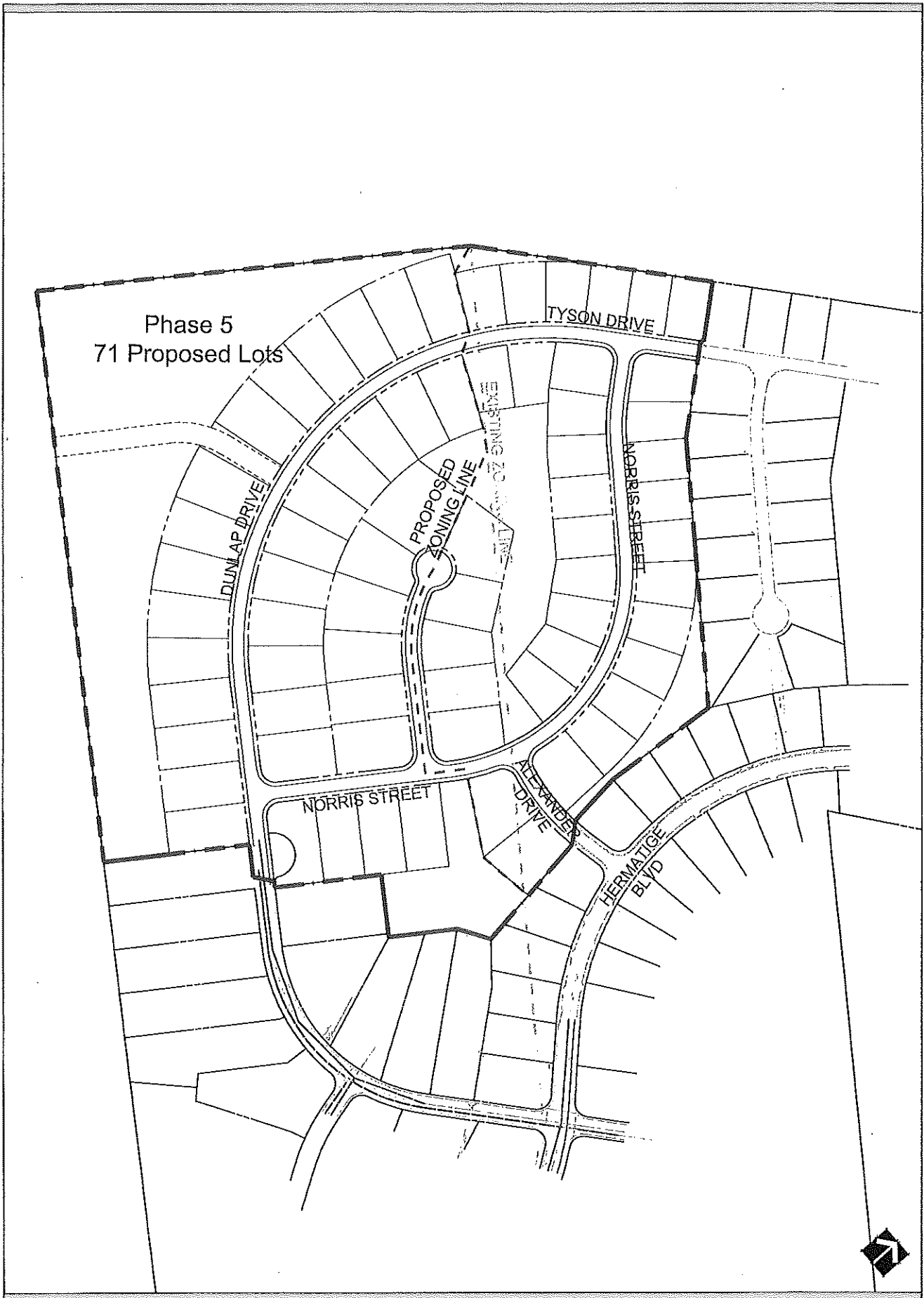


Hermitage Section 5, Exhibit A

existing zoning line



PENNONI ASSOCIATES INC.

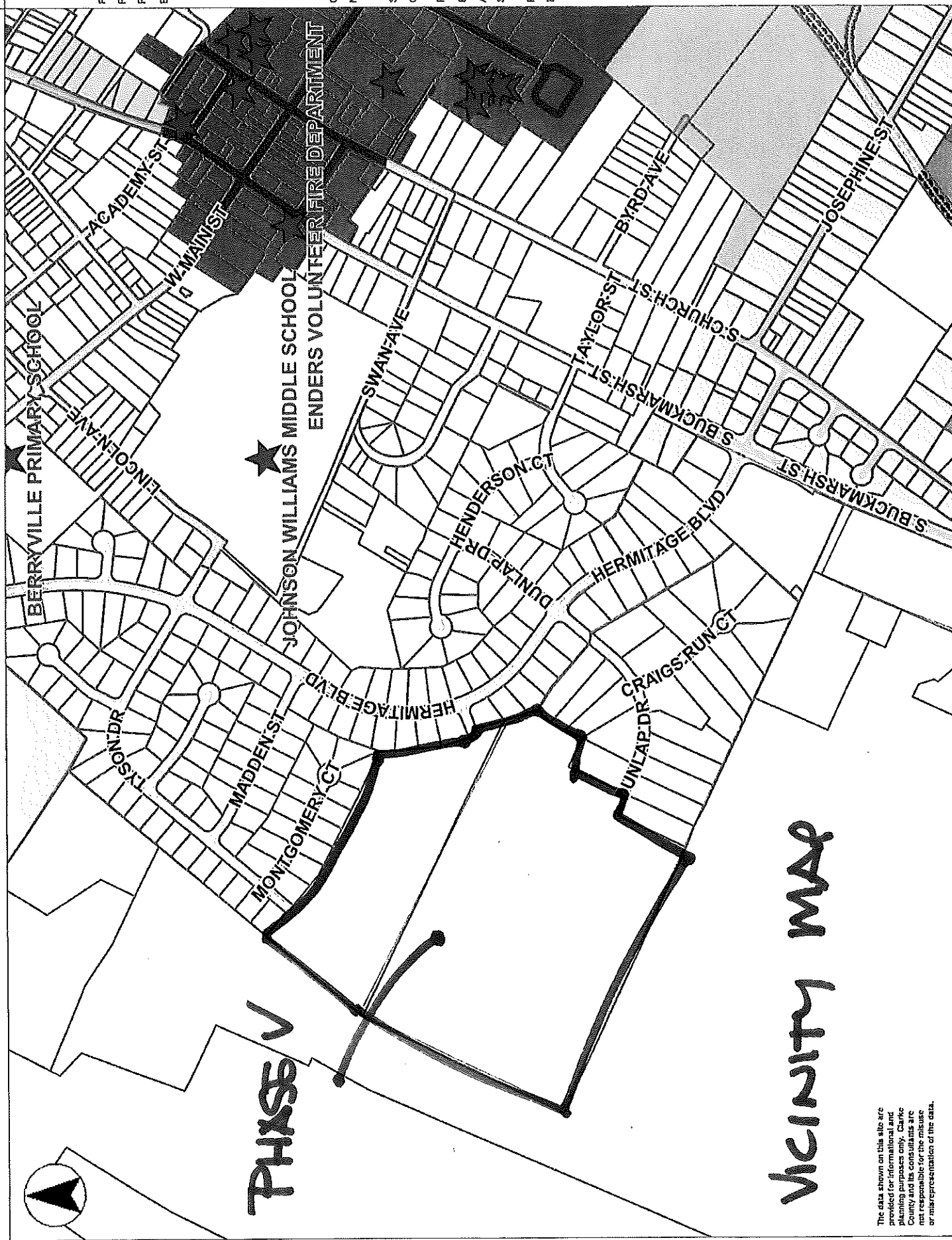
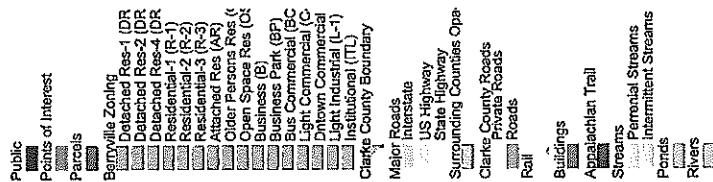


Hermitage Section 5, Exhibit B

proposed zoning line



PENNONI ASSOCIATES INC.



The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or interpretation of the data.

Attachment 3

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: MONTHLY REPORTS
DATE: 6/28/2019
CC: KEITH DALTON, TOWN MANAGER

A/P Check Listing

Checks issued in June 2019.

ACH Transactions

Transactions for June 2019.

Bank of America/P-Card Statement

May 2019 P-Card Purchases that were paid on June 25, 2019.

A/P Check Listing

Vendor Range - 4IMPRINT, INC.' - 'ZENON ENVIRONMENTAL CORPORATION

Date From - 6/1/2019 Date To - 6/30/2019

Town of Berryville
06/28/2019 02:54 PM

Page: 1 of 3

Check Number	Bank	Vendor	Date	Amount
5450	1	Commercial Press Inc	06/04/2019	\$149.50
5451	1	CORE & MAIN LP	06/04/2019	\$9,748.79
5452	1	KATHLEEN KUBICA	06/04/2019	\$148.80
5453	1	LYNN VIVIAN SELDERS	06/04/2019	\$49.20
5454	1	Michelle M. Jones	06/04/2019	\$2,170.00
5455	1	Nationwide Retirement Solutions	06/04/2019	\$685.00
5456	1	PENNONI ASSOCIATES INC	06/04/2019	\$135.00
5457	1	PINE KNOLL CONSTRUCTION	06/04/2019	\$144,814.00
5458	1	Virasec, LLC	06/04/2019	\$1,018.99
5459	1	Virginia Municipal League	06/04/2019	\$2,504.00
5460	1	ANDERSON'S NURSERY & GARDEN CENTER	06/13/2019	\$825.00
5461	1	ARTHUR CONSTRUCTION CO., INC	06/13/2019	\$222,495.00
5462	1	BRENDA DENISE BADDER	06/13/2019	\$227.00
5463	1	Bureau for Child Support Enforcement	06/13/2019	\$875.00
5464	1	Carroll Construction Co.	06/13/2019	\$150.00
5465	1	Christy Dunkle	06/13/2019	\$27.84
5466	1	DOLI/Boiler Safety Commonwealth of Virginia	VOIDED 06/13/2019	\$100.00
5467	1	Douglas A. Shaffer	06/13/2019	\$75.00
5468	1	FREDERICK BAKER	06/13/2019	\$148.80
5469	1	H. Allen Kitselman	06/13/2019	\$75.00
5470	1	Herbert L. Beskin, Trustee	06/13/2019	\$115.00
5471	1	Keith Dalton	06/13/2019	\$100.00
5472	1	Lewin Asphalt, Inc	06/13/2019	\$414.78
5473	1	Michelle M. Jones	06/13/2019	\$1,330.00
5474	1	TRAFFIC LOGIX CORPORATION	06/13/2019	\$915.00
5475	1	VUPS	06/13/2019	\$70.35
5476	1	Gregory Voorhees	06/13/2019	\$8.40
5477	1	MARAL S KALBIAN LLC	06/13/2019	\$195.00
5478	1	Berryville Farm Supply Inc	VOIDED 06/20/2019	\$397.14
5479	1	HAMILTON MANAGEMENT LLC	06/20/2019	\$6.74

A/P Check Listing

Vendor Range - 4IMPRINT, INC.' - 'ZENON ENVIRONMENTAL CORPORATION

Date From - 6/1/2019 Date To - 6/30/2019

Town of Berryville
06/28/2019 02:54 PM

Page: 2 of 3

Check Number	Bank	Vendor	Date	Amount
5480	1	Nationwide Retirement Solutions	06/20/2019	\$645.00
5481	1	OCC Health Service Winchester	06/20/2019	\$292.00
5482	1	PENNONI ASSOCIATES INC	06/20/2019	\$337.50
5483	1	The Winchester Star	06/20/2019	\$1,444.77
5484	1	Treasurer of Frederick County	06/20/2019	\$5,758.08
5485	1	UTILITY SERVICE CO., INC.	06/20/2019	\$292,023.00
5486	1	Virasec, LLC	06/20/2019	\$2,678.81
5487	1	VIRGINIA NUTRIENT CREDIT EXCHANGE ASSOC	06/20/2019	\$625.00
5488	1	WENDY MARIE GEORGE	06/20/2019	\$310.80
5489	1	ZENON ENVIRONMENTAL CORPORATION	06/20/2019	\$90,000.00
5490	1	USPS	06/25/2019	\$837.00
5491	1	Berryville Farm Supply Inc	06/26/2019	\$297.14
5492	1	Bureau for Child Support Enforcement	06/26/2019	\$875.00
5493	1	Dale A. Barton	06/26/2019	\$40.00
5494	1	Debra Zimmerman	06/26/2019	\$40.00
5495	1	Gwen Malone	06/26/2019	\$40.00
5496	1	Instrulogic Corporation	06/26/2019	\$596.00
5497	1	Kim S. Kemp	06/26/2019	\$40.00
5498	1	Krishan Mathur	06/26/2019	\$40.00
5499	1	Nationwide Retirement Solutions	06/26/2019	\$645.00
5500	1	OCC Health Service Winchester	06/26/2019	\$146.00
5501	1	PAUL S CULP	06/26/2019	\$82.36
5502	1	SEAN GARNER	06/26/2019	\$11.75
5503	1	Sheryl Reid	06/26/2019	\$40.00
5504	1	William Steinmetz	06/26/2019	\$40.00
5505	1	ZENON ENVIRONMENTAL CORPORATION	06/26/2019	\$1,800.00
5506	1	COSTCO WHOLESALE	06/28/2019	\$3,142.20
5507	1	Minnesota Life Insurance Co.	06/28/2019	\$181.62
5508	1	Patricia Dickinson	06/28/2019	\$25.52
59		Checks Totaling -		\$793,008.88

A/P Check Listing

Vendor Range - 4IMPRINT, INC.' - 'ZENON ENVIRONMENTAL CORPORATION

Date From - 6/1/2019 Date To - 6/30/2019

Town of Berryville
06/28/2019 02:54 PM

Page: 3 of 3

Check Number	Bank	Vendor	Date	Amount
--------------	------	--------	------	--------

Totals By Fund

	Checks	Voids	Total
100	\$400,114.16		\$400,114.16
501	\$294,365.72		\$294,365.72
502	\$98,529.00	\$497.14	\$98,031.86
Totals:	\$793,008.88	\$497.14	\$792,511.74

ACH Transactions

Date From - 6/1/2019 Date To - 6/30/2019

Town of Berryville

Description	Date	Amount
Virginia Retirement System	6/3/2019	\$ 22,839.06
Payroll Transfer - BW Non Exempt	6/14/2019	\$ 30,087.04
US Treasury - Payroll Taxes	6/14/2019	\$ 9,708.77
ICMA-RC VRS Hybrid	6/14/2019	\$ 443.27
Payroll Transfer - Town Council	6/11/2019	\$ 1,454.49
US Treasury - Payroll Taxes	6/11/2019	\$ 241.02
US Bank - Copier Lease	6/10/2019	\$ 1,432.23
Mansfield - Fuel Card Due	6/14/2019	\$ 1,178.10
Mansfield - Fuel Card Due	6/30/2019	\$ 1,064.75
Payroll Transfer - SM Exempt	6/14/2019	\$ 13,593.87
US Treasury - Payroll Taxes	6/14/2019	\$ 5,165.62
Treas of WV - Payroll Taxes	6/18/2019	\$ 375.00
Comp of MD - Payroll Taxes	6/18/2019	\$ 72.00
Treas of VA - Payroll Taxes	6/18/2019	\$ 2,352.00
Payroll Transfer - BW Non Exempt	6/28/2019	\$ 31,918.23
US Treasury - Payroll Taxes	6/28/2019	\$ 10,590.38
ICMA-RC VRS Hybrid	6/28/2019	\$ 443.27
Lincoln Financial - Disability Insurance	6/19/2019	\$ 803.84
Anthem	6/26/2019	\$ 26,217.00
Payroll Transfer - SM Exempt	6/28/2019	\$ 13,593.87
US Treasury - Payroll Taxes	6/28/2019	\$ 5,165.62
Treas of WV - Payroll Taxes	6/28/2019	\$ 423.00
Comp of MD - Payroll Taxes	6/28/2019	\$ 107.00
Treas of VA - Payroll Taxes	6/28/2019	\$ 2,440.00
		\$ 181,709.43



BERRYVILLE TOWN OF
DESIRÉE MORELAND
XXXX-XXXX-XXXX-
May 01, 2019 - May 31, 2019

Purchasing Card

Company Statement

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238 Customer Service: 1.888.449.2273 24 Hours TTY Hearing Impaired: 1.800.222.7365 24 Hours Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 05/31/19 Payment Due Date 06/25/19 Days in Billing Cycle 31 Credit Limit \$500,000 Cash Limit \$0 Total Payment Due \$101,060.17	Previous Balance \$85,997.09 Payments -\$85,997.09 Credits -\$66.85 Cash \$0.00 Purchases \$101,127.02 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$101,060.17


Important Messages


Please do not send payment. Your automatic payment is scheduled to be credited to this account on 06/25/19.

Cardholder Activity Summary

Account Number Credit Limit	Credits	Cash	Purchases and Other Debits	Total Activity
BOOR, RICK XXXX-XXXX-XXXX- 15,000	0.00	0.00	11,727.83	11,727.83
BOOTH, KEVIN XXXX-XXXX-XXXX- 1,000	0.00	0.00	84.37	84.37

8599709 0106017 0106017 4715291201837237


BANK OF AMERICA
PO BOX 15731
WILMINGTON, DE 19886-5731


BERRYVILLE TOWN OF
DESIRÉE MORELAND
STE A
101 CHALMERS CT
BERRYVILLE, VA 22611-1387
**N0012830

Account Number: XXXX-XXXX-XXXX-
May 01, 2019 - May 31, 2019

Total Payment Due **\$101,060.17**
Payment Due Date **06/25/19**

Enter payment amount

\$

☐ Check here for a change of mailing address or phone numbers.
Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BANK OF AMERICA

⑆549990011⑆00051201837237⑈



Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Service for the hearing impaired (TTY/TDD): Contact our service for the hearing-impaired at 1.800.222.7365.

Telephone monitoring: For the purposes of monitoring and improving the quality of service, Bank's supervisory personnel may listen to and/or record telephone calls between Bank employees and any person acting on Company's behalf.

Disclosure: We may furnish to your employer information concerning your use of your account. To read more about our information disclosure, please visit www.bankofamerica.com/corporatecarddisclosure or call the customer service number listed on your statement to request a copy.

In case of errors or questions about your bill: Errors or questions about your bill must be received in writing no later than 60 days after we sent you the first statement on which the error or problem appeared. Please mail this information to BANKCARD CENTER, PO BOX 982238, EL PASO, TX 79998-2238. Your letter must include the following information:

- The company name, cardholder name and account number in question.
- The dollar amount of the suspected error.
- A written description of the error and why you believe there is an error. If you need more information, describe the item you are unsure about.



18391510 - 012830 - 0001 - 0003 - 2

Customer Service: For questions regarding transactions, general assistance, and reporting lost and stolen cards, call:

Within the U.S.
1.888.449.2273

Outside the U.S.
1.509.353.6656
(collect calls accepted)

Thank you for your business.

Please write your change of address here:

Street

City

State

Zip

()

()

Home Phone

Business Phone

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.



Cardholder Activity Summary

Account Number Credit Limit	Credits	Cash	Purchases and Other Debits	Total Activity
BUSSERT, ERNIE XXXX-XXXX-XXXX- 500	0.00	0.00	497.20	497.20
DORSEY, DANIEL XXXX-XXXX-XXXX- 500	0.00	0.00	123.83	123.83
DUNKLE, CHRISTY XXXX-XXXX-XXXX- 500	0.00	0.00	191.97	191.97
ELLIOTT, RALPH XXXX-XXXX-XXXX- 5,000	0.00	0.00	568.09	568.09
FERREBEE, DARRELL XXXX-XXXX-XXXX- 500	0.00	0.00	162.74	162.74
GARNER, SEAN XXXX-XXXX-XXXX- 500	0.00	0.00	38.68	38.68
HALTERMAN, HEATHER XXXX-XXXX-XXXX- 15,000	0.00	0.00	9,507.97	9,507.97
JOHNSON, KAREN XXXX-XXXX-XXXX- 1,000	0.00	0.00	415.30	415.30
KERN, JODI XXXX-XXXX-XXXX- 1,000	0.00	0.00	275.00	275.00
LILLY, STEPHEN XXXX-XXXX-XXXX- 1	0.00	0.00	995.66	995.66
LINK, BRIAN XXXX-XXXX-XXXX- 1,000	0.00	0.00	400.82	400.82
MCCORMICK, HARRY XXXX-XXXX-XXXX- 500	66.85	0.00	436.87	370.02
MORELAND, DESIRÉE XXXX-XXXX-XXXX- 50,000	0.00	0.00	55,851.38	55,851.38
POSTON, RUSTY XXXX-XXXX-XXXX- 500	0.00	0.00	492.00	492.00
REYNOLDS, CHARLES XXXX-XXXX-XXXX- 500	0.00	0.00	167.24	167.24
STOVER, KEITH XXXX-XXXX-XXXX- 1,000	0.00	0.00	67.33	67.33
TYRRELL, DAVE XXXX-XXXX-XXXX- 20,000	0.00	0.00	18,631.87	18,631.87
WHITE, NEAL XXXX-XXXX-XXXX- 15,000	0.00	0.00	490.87	490.87

Transactions

Posting Transaction Date Date Description	Reference Number	MCC	Charge	Credit Total Activity
BERRYVILLE TOWN OF Account Number: XXXX-XXXX-XXXX-				-85,997.09
05/24 05/24 AUTO PAYMENT DEDUCTION		0071		85,997.09
BOOR, RICK Account Number: XXXX-XXXX-XXXX-				Total Activity 11,727.83
05/07 05/06 SHERWIN WILLIAMS 705251 WINCHESTER VA	24431069126981000072896	5231	241.30	



Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
05/13	05/09	BERRYVILLE AUTO PARTS INCBERRYVILLE VA	24767899130498600325481	5533	1,290.19	
05/20	05/17	IN *SELECT SPECIALTY PROD434-2963937 VA	24692169137100737050617	5169	246.46	
05/20	05/17	CORE & MAIN LP 514 304-263-6986 WV	24792629137206962100050	5039	4,228.74	
05/20	05/17	CORE & MAIN LP 514 304-263-6986 WV	24792629137206962100068	5039	3,663.85	
05/21	05/20	LYON LLC 630-8928941 IL	24497789140900010652717	5046	1,856.50	
05/21	05/20	NORVAC LOCK TECHNOLOGY I WINCHESTER VA	24733099140400563000016	7399	52.50	
05/21	05/20	JOHNNY BLUE, INC. 540-6650968 VA	24003419140900019128801	7394	112.00	
05/31	05/30	HARBOR FREIGHT TOOLS 595 WINCHESTER VA	24231689151400022866032	5251	26.99	
05/31	05/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979151091401000122	5251	9.30	
						Total Activity
						84.37
BOOTH, KEVIN						
Account Number: XXXX-XXXX-XXXX-						
05/03	05/02	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979123091405000271	5251	29.38	
05/06	05/03	ANDERSON'S NURSERY BERRYVILLE VA	24061069125016023435933	5261	17.99	
05/17	05/16	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979137091403000400	5251	29.38	
05/24	05/23	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979144091407000316	5251	7.62	
						Total Activity
						497.20
BUSSETT, ERNIE						
Account Number: XXXX-XXXX-XXXX-						
05/02	05/01	USA BLUE BOOK 800-548-1234 IL	24326849121636000062044	5085	497.20	
						Total Activity
						123.83
DORSEY, DANIEL						
Account Number: XXXX-XXXX-XXXX-						
05/01	04/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979121091401000129	5251	123.83	
						Total Activity
						191.97
DUNKLE, CHRISTY						
Account Number: XXXX-XXXX-XXXX-						
05/22	05/21	WEBER'S NURSERY & GARDEN WINCHESTER VA	24801979142091667000875	5261	191.97	
						Total Activity
						668.09
ELLIOTT, RALPH						
Account Number: XXXX-XXXX-XXXX-						
05/14	05/13	LOWES #02724* WINCHESTER VA	24692169133100297545174	5200	245.84	
05/15	05/13	CONSTRUCTION MATERIALS G WINCHESTER VA	24210739134207486800104	1711	54.16	
05/16	05/15	LOWES #02724* WINCHESTER VA	24692169135100516655778	5200	26.79	
05/16	05/15	SHERWIN WILLIAMS 705251 WINCHESTER VA	24431069135981000074479	5231	241.30	
						Total Activity
						162.74
FERREBEE, DARRELL						
Account Number: XXXX-XXXX-XXXX-						
05/09	05/08	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069129200824700062	5533	43.94	
05/16	05/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979136091401000361	5251	52.80	
05/16	05/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979136091401000411	5251	66.00	
						Total Activity
						38.68
GARNER, SEAN						
Account Number: XXXX-XXXX-XXXX-						
05/01	04/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979121091401000491	5251	12.73	
05/22	05/21	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979142091403000361	5251	25.95	
						Total Activity
						9,507.97
HALTERMAN, HEATHER						
Account Number: XXXX-XXXX-XXXX-						
05/06	05/03	Amazon web services aws.amazon.coVA	24692169123100322225075	7399	0.62	
05/08	05/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689127747002177090	4900	4,876.82	
05/08	05/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689127747002177173	4900	4,154.83	
05/09	05/08	IN *TRUESHRED 888-7508783 VA	24692169128100462728255	7399	53.00	
05/23	05/22	IN *CUSTOM FLAG COMPANY, 303-4311117 CO	24692169142100593319976	7299	315.00	
05/23	05/22	AMZN MKTP US*MN0073B32 AMAMZN.COM/BILLWA	24431069142083306776658	5942	107.70	
						Total Activity
						415.30
JOHNSON, KAREN						
Account Number: XXXX-XXXX-XXXX-						
05/22	05/21	STAPLS7218994906000001 877-8267755 NJ	24164079141105203208569	5111	415.30	
						Total Activity
						275.00
KERN, JODI						
Account Number: XXXX-XXXX-XXXX-						
05/17	05/16	USPS PO 5107560300 BERRYVILLE VA	24445009137000911897957	9402	275.00	
						Total Activity
						995.66
LILLY, STEPHEN						
Account Number: XXXX-XXXX-XXXX-						
05/10	05/09	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979130091409000492	5251	52.40	
05/16	05/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979136091401000189	5251	13.70	
05/17	05/16	TRACTOR-SUPPLY-CO #0697 WINCHESTER VA	24137469137001047518136	5599	155.34	
05/20	05/17	COYNE CHEMICAL 215-785-3000 PA	24137469137200167352660	5169	691.32	
05/20	05/17	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429138641380654727	5085	55.00	
05/24	05/23	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979144091407000415	5251	27.90	
						Total Activity
						400.82
LINK, BRIAN						
Account Number: XXXX-XXXX-XXXX-						
05/16	05/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979136091401000494	5251	7.34	
05/20	05/17	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979138091405000217	5251	23.48	
05/23	05/21	ANDERSON'S NURSERY BERRYVILLE VA	24061069142016022485250	5261	222.00	
05/24	05/22	ANDERSON'S NURSERY BERRYVILLE VA	24061069143016022693951	5261	148.00	



Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
MCCORMICK, HARRY						Total Activity 370.02
Account Number: XXXX-XXXX-XXXX-						
05/03	05/02	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979123091405000131	5251	3.43	
05/10	05/09	WINCHESTER METALS WINCHESTER VA	24493989129206739300033	5051	127.92	
05/10	05/09	JNO. S SOLENBERGER AND C WINCHESTER VA	24138299130400003408943	5251	283.03	
05/10	05/09	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979130091409000583	5251	7.80	
05/10	05/09	JNO. S SOLENBERGER AND C WINCHESTER VA	74138299130400003410662	5251		66.85
05/31	05/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979151091401000064	5251	14.69	
MORELAND, DESIREE						Total Activity 65,851.38
Account Number: XXXX-XXXX-XXXX-						
05/06	05/02	TelRite Corporation COVINGTON GA	24393499123005075708263	4814	12.14	
05/08	05/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689127747002176928	4900	5,112.48	
05/08	05/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689127747002176902	4900	10,000.00	
05/08	05/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689127747002177058	4900	555.18	
05/09	05/08	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169128100273105644	4814	186.16	
05/09	05/08	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169128100273105651	4814	183.96	
05/09	05/08	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169128100273105669	4814	411.09	
05/09	05/08	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24431059128083710833565	4900	20,479.20	
05/09	05/08	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24431059128083710841311	4900	3,185.32	
05/09	05/08	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24431059128083723439533	4900	100.00	
05/09	05/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689128747002208506	4900	1,371.98	
05/20	05/17	COYNE CHEMICAL CROYDON PA	24137469137200167353247	5169	11,480.19	
05/21	05/21	COMCAST 800-COMCAST MD	24692169141100657788422	4899	87.80	
05/21	05/20	VA DMV ONLINE BILLING PAY804-3670595 VA	24755429141131410707070	9399	1,925.00	
05/22	05/21	VZWRLSS*MY VZ VB P 800-922-0204 FL	24692169141100731402578	4814	749.10	
05/22	05/20	TelRite Corporation COVINGTON GA	24393499141005134576493	4814	11.78	
POSTON, RUSTY						Total Activity 492.00
Account Number: XXXX-XXXX-XXXX-						
05/06	05/03	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979124091407000187	5251	23.51	
05/21	05/20	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979141091401000091	5251	39.33	
05/21	05/20	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979141091401000208	5251	12.16	
05/22	05/20	LOWES #02724* WINCHESTER VA	24692169141100720647415	5200	198.00	
05/24	05/22	SHENANDOAH SAND 540-6671660 VA	24073149143900010900450	5211	219.00	
REYNOLDS, CHARLES						Total Activity 167.24
Account Number: XXXX-XXXX-XXXX-						
05/20	05/17	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979138091405000407	5251	20.54	
05/22	05/21	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979142091403000031	5251	103.92	
05/23	05/22	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979143091405000236	5251	9.79	
05/24	05/22	ANDERSON'S NURSERY BERRYVILLE VA	24061069143016022693969	5261	32.99	
STOVER, KEITH						Total Activity 67.33
Account Number: XXXX-XXXX-XXXX-						
05/15	05/14	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979135091409000091	5251	57.34	
05/24	05/23	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979144091407000704	5251	9.99	
TYRRELL, DAVE						Total Activity 18,631.87
Account Number: XXXX-XXXX-XXXX-						
05/01	04/29	EXXONMOBIL 47851688 BERRYVILLE VA	24164059120837004601561	5541	6.09	
05/01	04/30	USA BLUE BOOK 800-548-1234 IL	24326849120636000070576	5085	30.82	
05/01	04/30	USA BLUE BOOK 800-548-1234 IL	24326849120636000070816	5085	25.51	
05/02	04/30	MALLOY FORD 540-6674434 VA	24073149121900013600012	5511	50.37	
05/02	05/01	VA DEPARTMENT OF STATE PO804-6742000 VA	24755429121261219682820	9399	20.00	
05/03	05/02	JOINER MICRO LABORATORIE 540-347-7212 VA	24435659123200389100021	7399	2,245.00	
05/03	05/02	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979123091405000156	5251	12.07	
05/07	05/06	CUMMINS INC - A1 ATLANTA GA	24431069127200681900047	5085	2,509.49	
05/08	05/07	COYNE CHEMICAL 215-785-3000 PA	24137469127200163948331	5169	2,048.54	
05/09	05/07	MCMaster-CARR 630-834-9600 IL	24789309128485300145986	5085	316.40	
05/09	05/07	MCMaster-CARR 630-834-9600 IL	24789309128485300146042	5085	70.10	
05/15	05/14	DS SERVICES STANDARD COFF800-4928377 GA	24717059134271342470933	5199	30.92	
05/15	05/14	VALLEY HEALTH OCCUPATIONA866-5248401 VA	24755429135731356920823	8099	45.00	
05/15	05/14	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979135091409000067	5251	9.38	
05/15	05/14	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979135091409000539	5251	29.39	
05/17	05/16	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979137091403000814	5251	106.82	
05/21	05/20	USA BLUE BOOK 800-548-1234 IL	24326849140636000058197	5085	1,329.00	
05/21	05/20	VALLEY HEALTH OCCUPATIONA866-5248401 VA	24755429141731415240546	8099	45.00	
05/22	05/21	USA BLUE BOOK 800-548-1234 IL	24326849141636000059087	5085	322.16	
05/22	05/21	USA BLUE BOOK 800-548-1234 IL	24326849141636000059210	5085	611.59	
05/22	05/21	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979142091403000098	5251	30.32	
05/23	05/21	BERRYVILLE AUTO PARTS INCBERRYVILLE VA	24767899142574500236022	5533	115.13	
05/24	05/23	AERZEN USA CORP. 484-718-3503 PA	24692169143100036345413	5046	1,104.60	



Transactions

Posting Transaction

Date	Date	Description	Reference Number	MCC	Charge	Credit
05/27	05/23	MALLOY FORD 540-6674434 VA	24073149144900015700011	5511	1,366.03	
05/29	05/21	COYNE CHEMICAL CROYDON PA	24137469148200181822513	5169	1,341.08	
05/29	05/28	COYNE CHEMICAL 215-785-3000 PA	24137469148200181822695	5169	688.04	
05/31	05/29	CARMEUSE LIME & STON PITTSBURGH PA	24258029150018012123905	5039	4,095.59	
05/31	05/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979151091401000098	5251	27.43	

Total Activity
490.87

WHITE, NEAL

Account Number: XXXX-XXXX-XXXX

05/03	05/02	USPS PO 5107560300 BERRYVILLE VA	24445009123000998101378	9402	11.49	
05/06	05/02	SIGNET SCREEN PRINTING & 540-8659651 VA	24073149123900013000146	7333	75.00	
05/09	05/08	SQ *CORDIAL COFFEE CO. Berryville VA	24692169128100373235945	5814	59.04	
05/16	05/15	IN *SECURED COMMUNICATION415-3051908 NV	24692169135100563761875	7379	20.00	
05/16	05/15	IN *SECURED COMMUNICATION415-3051908 NV	24692169135100563761883	7379	20.00	
05/16	05/15	IN *SECURED COMMUNICATION415-3051908 NV	24692169135100563761891	7379	20.00	
05/20	05/17	GEIGER - MOTO IPT 800-2850318 ME	24275399137900010731314	5099	75.34	
05/27	05/24	WATERLOO SERVICE CENTER 540-8371398 VA	24755429144281441394583	7538	210.00	

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	0.00%	\$0.00	\$0.00
CASH	0.00%	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.



18391510 - 012830 - 0003 - 0003 - 2

Attachment 4

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: CHARGE OFF OF UNCOLLECTABLE PERSONAL PROPERTY TAXES
PUBLICATION OF DELINQUENT TAXES
DATE: 6/28/2019
CC: KEITH DALTON, TOWN MANAGER

Each July Council passes a resolution charging off uncollectable personal property taxes. Section 58.1-3940 of the Code of Virginia, 1950, as amended, states that the collection of local personal property taxes shall only be enforceable for five years following December 31 of the year for which such taxes were assessed.

Currently we publish a list of delinquent taxes in the Winchester Star and post a copy of the published list in the Town Business Office.

VA Code §§ 58.1-3921 through 58.1-3924 address the publication of delinquent taxes. The delinquent list reflects the account status as of June 30 (§58.1-3922). Unpaid previous years can also be listed unless the statute of limitations has run out. For taxes other than Real Estate, the current year delinquencies plus five years can be listed; Real Estate delinquencies can be listed for 20 years. The Treasurer has the discretion to eliminate people who pay before the list is published or who are current on a valid installment plan.

Our delinquent list is scheduled for publication in the Winchester Star in August 2019 and will be made current prior to publication. Legally we do not have to remove anyone who pays after June 30.

VA Code § 58.1-3924 states that the governing body may cause this list to be published in a newspaper of general circulation in the town or to be made available on any internet site maintained by or for the town.

Kevin Appel, Legal Counsel for the Treasurers' Association of Virginia pointed out that keeping a website list current may be problematic for an office as small as ours. Should Council decide to put the list on our website, he suggested a disclaimer along these lines. "Delinquent taxes on this list conform to the facts as they existed on June 30, 2019, pursuant to Code of Virginia §58.1-3922.

If you have any questions please call me.

TOWN COUNCIL
MOTION FOR APPROVAL:
ADOPTION OF RESOLUTION TO CHARGE OFF
DELINQUENT PERSONAL PROPERTY TAXES FOR TAX YEAR 2013

Date: July 9, 2019

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville adopt the attached resolution to charge off delinquent personal property taxes for Tax Year 2013.

VOTE:

Aye:

Nay:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

TOWN OF BERRYVILLE
TOWN COUNCIL
RESOLUTION

WHEREAS, Section 58.1-3940 of the Code of Virginia, 1950, as amended, provides the collection of local personal property taxes shall only be enforceable for five years following December 31 of the year for which such taxes were assessed, and

WHEREAS, the attached personal property taxes assessed by the Town of Berryville, Virginia for tax year 2013, have remained delinquent for the year for which such taxes were assessed and are therefore rendered unenforceable,

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Berryville, Virginia, in meeting duly assembled this ninth day of July, 2019, that the attached list of delinquent personal property taxes for tax year 2013 shall be charged off the tax records of the Town of Berryville as uncollectible.

Patricia Dickinson, Mayor

I hereby certify that the foregoing Resolution was duly adopted by the Council of the Town of Berryville in meeting assembled July 9, 2019.

ATTEST:

Harry L. Arnold, Jr., Recorder

TOWN OF BERRYVILLE

Customer Status: Both

Source Date: 7/1/2019

Totals By Year:

Tax Year:	Amount:
2013	\$3,786.38
Total:	\$3,786.38

Totals By Year And Revenue:

Tax Year:	Reveue Name:	Amount:
2013	DMV FEE	\$500.00
2013	PERSONAL ADVERTISING	\$489.05
2013	PERSONAL INTEREST	\$375.80
2013	PERSONAL PENALTY	\$68.46
2013	PERSONAL PRINCIPLE	\$690.50
2013	VEH LICENSE FEE	\$1,172.57
2013	VLF LATE FEE	\$490.00
Total:		\$3,786.38
Total:		\$3,786.38

Totals By Revenue:

Reveue Name:	Amount:
DMV FEE	\$500.00
PERSONAL ADVERTISING	\$489.05
PERSONAL INTEREST	\$375.80
PERSONAL PENALTY	\$68.46
PERSONAL PRINCIPLE	\$690.50
VEH LICENSE FEE	\$1,172.57
VLF LATE FEE	\$490.00
Total:	\$3,786.38
Total:	\$3,786.38

TOWN COUNCIL
MOTION AUTHORIZING PUBLICATION OF
DELINQUENT REAL ESTATE AND PERSONAL PROPERTY TAXES

Date: July 9, 2019

Motion By:

Second By:

I hereby move that the Council of the Town of Berryville authorize publication of the names of those delinquent for personal property and real estate taxes pursuant to Section 58.1-3924 of the Code of Virginia, As Amended.

VOTE:

Aye:

Nay:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

DELINQUENT PERSONAL PROPERTY TAXES

DELINQUENT TAX REPORT-JULY 1, 2019

2013 DELINQUENT PERSONAL PROPERTY

2013 ALMENDAREZ VARGAS ADRIAN A	\$14.92
2013 ANDERSON JEROME D	\$116.04
2013 ANDREJKO DAVID ALAN	\$8.04
2013 BELCHER BRENT BRANDON	\$17.00
2013 BOWIE LARRY E	\$47.52
2013 BROWN STEVEN M	\$116.32
2013 CHRISMAN JOSHUA JACOB	\$23.14
2013 CHRISTAKOS DANIEL JOHN	\$69.48
2013 CLEMENTS CHRISTOPHER LEE	\$51.75
2013 COCONIS DAVID H	\$79.77
2013 CRIM TRACEY L	\$143.53
2013 DAVIS TINA M	\$126.00
2013 DENNIS BILLY M	\$61.70
2013 DMUCHOWSKY ERIC	\$51.77
2013 DMUCHOWSKY KATRINA	\$98.56
2013 FRYE WILLIAM T	\$186.93
2013 FRYE WILLIAM T & MEGHAN MARIE	\$80.10
2013 GALLAGHER MICHAEL J	\$116.62
2013 HALL CIIPPORA-KARRENA E	\$152.16
2013 HARWELL STEPHEN R	\$98.28
2013 HOLLINGSWORTH CHRISTOPHER JOHN	\$98.18
2013 HUSTED MICHAEL DAVID	\$43.66
2013 KIZER RICHARD	\$65.68
2013 MCALISTER GLENN ALLEN	\$118.80
2013 MCCOY MICHEAL L	\$57.91
2013 MCMANAMAY AIMEE MICHELLE	\$93.38
2013 MILBOURNE DALTON T II	\$271.69
2013 MILLER PAUL GERHARD	\$63.61
2013 MONTGOMERY CLIFFORD G III	\$94.20
2013 MOYA DORIAN N	\$97.60
2013 PAYNE DEBORAH ANN	\$41.96
2013 POOLE JAMES E III	\$116.69
2013 POWELL JESSE P JR	\$150.00
2013 SALGUERO OSCAR A	\$75.90
2013 SCHEMERING SUSAN CAROLE	\$47.41
2013 SCOTT JAMES	\$199.24
2013 SIPE RACHEL V NEWLIN	\$94.92
2013 SMITH ANGELA F	\$13.55
2013 STRADY MARY L	\$69.90
2013 SURFACE TAMMY L	\$83.92
2013 SWANK DEBRA L	\$73.31
2013 THOMPSON PHILLIP CHRISTOPHER	\$96.89
2013 VIRGINIA SIDING INC	\$58.35

2013 TOTAL: \$3,786.38

2014 DELINQUENT PERSONAL PROPERTY

2014 ALMENDAREZ VARGAS ADRIAN A	\$12.66
2014 ANDERSON JEROME D	\$111.58
2014 ANDREJKO DANIELLE PENDLETON	\$118.41
2014 ANDREJKO DAVID ALAN	\$99.17
2014 BOWIE LARRY E	\$38.61
2014 BRANDT KIMBERLY MARIE	\$50.96
2014 BROWN STEVEN M	\$96.23
2014 CHRISMAN JOSHUA JACOB	\$79.20
2014 CHRISTAKOS DANIEL JOHN	\$7.22
2014 CLEMENTS CHRISTOPHER LEE	\$49.78
2014 CLEMENTS HEATHER MARIE	\$32.11
2014 COCONIS DAVID H	\$43.41
2014 CRIM TRACEY L	\$94.14
2014 DAVIS TINA M	\$99.50
2014 DIETRICH JOHN WILLIAM	\$103.84
2014 FORD TIMOTHY SPENCER	\$125.49
2014 GALLAGHER MICHAEL J	\$66.64
2014 GORDON LAVARN D	\$11.35
2014 GROOMS JENNIFER RAE	\$19.05
2014 HALL CIPPORA-KARRENA E	\$140.18
2014 HOLLINGSWORTH CHRISTOPHER JOHN	\$62.49
2014 HUSTED MICHAEL DAVID	\$8.76
2014 KIZER RICHARD	\$64.88
2014 MAGUIRE JUSTIN A	\$41.46
2014 MCMANAMAY AIMEE MICHELLE	\$87.78
2014 MILBOURNE DALTON T II	\$230.76
2014 MILLER PAUL GERHARD	\$61.16
2014 MONTGOMERY CLIFFORD G III	\$88.31
2014 MOYA DORIAN N	\$38.61
2014 PAYNE DEBORAH ANN	\$38.61
2014 POOLE JAMES E III	\$66.10
2014 POWELL JESSE P JR	\$94.02
2014 SCHEMERING SUSAN CAROLE	\$10.70
2014 SIPE RACHEL V NEWLIN	\$17.81
2014 STRADY MARY L	\$30.25
2014 SURFACE TAMMY L	\$70.95
2014 SWANK DEBRA L	\$68.41
2014 TABB LORETTA H	\$114.58
2014 THOMPSON PHILLIP CHRISTOPHER	\$77.22
2014 VICHARE SAPTARSHI VIVEK	\$55.08
2014 VIRGINIA SIDING INC	\$104.69
2014 TOTAL:	\$2,832.16

2015 DELINQUENT PERSONAL PROPERTY

2015 ANDERSON JEROME D	\$102.31
2015 ANDREJKO DANIELLE PENDLETON	\$115.22
2015 ANDREJKO DAVID ALAN	\$48.51
2015 BOWIE LARRY E	\$38.49
2015 BROWN STEVEN M	\$92.90
2015 CLEMENTS CHRISTOPHER LEE	\$48.92
2015 COCONIS DAVID H	\$79.97
2015 CRIM TRACEY L	\$84.96
2015 DAVIS TINA M	\$142.32
2015 DIETRICH JOHN WILLIAM	\$54.66
2015 FOCACCIA ITALIAN GRILL	\$609.69
2015 FORD TIMOTHY SPENCER	\$175.59
2015 GALLAGHER MICHAEL J	\$67.57
2015 GOODMAN BRENDA LEE	\$131.53
2015 HALL CIIPPORA-KARRENA E	\$128.56
2015 HICKOK SHANNIE K	\$99.09
2015 HOLLINGSWORTH CHRISTOPHER JOHN	\$60.59
2015 JACKSON JAIME N	\$26.33
2015 KERNS KEVIN M	\$101.87
2015 KIZER RICHARD	\$65.90
2015 LA ROCHE KATHRYN A	\$17.46
2015 LEE BRIAN ANTHONY	\$99.21
2015 MASQUITH MICHAEL JOSEPH	\$51.21
2015 MAYNARD BRETT S	\$100.54
2015 MCALISTER GLENN ALLEN	\$38.49
2015 MCMANAMAY AIMEE MICHELLE	\$87.20
2015 MILBOURNE DALTON T II	\$241.71
2015 MILLER JESSE PAUL	\$59.13
2015 MILLER PAUL GERHARD	\$59.87
2015 MONTGOMERY CLIFFORD G III	\$88.25
2015 NELSON DANIEL E	\$130.55
2015 NIX MALCOLM E	\$97.45
2015 PETERSON AFTON ENGELINA	\$59.64
2015 PIERCE MOLLY CATHRYN	\$147.64
2015 POOLE JAMES E III	\$65.30
2015 POWELL JESSE P JR	\$97.87
2015 QUEEN DAVID BRUCE	\$106.94
2015 ROBERTS ANTONIO FRANKLIN	\$94.65
2015 SHIPLEY JAMES ROBERT	\$44.79
2015 STAFFIERI JONATHAN P	\$17.74
2015 STRADY MARY L	\$60.29
2015 TABB LORETTA H	\$15.28
2015 THOMPSON PHILLIP CHRISTOPHER	\$53.36
2015 VICHARE SAPTARSHI VIVEK	\$15.58
2015 WHALEN ELIZABETH J	\$75.17
2015 WHITE ANTHONY REINARD	\$184.97
2015 TOTAL:	\$4,385.27

2016 DELINQUENT PERSONAL PROPERTY

2016 ANDERSON JEROME D	\$93.04
2016 ANDREJKO DANIELLE PENDLETON	\$103.98
2016 ANDREJKO DAVID ALAN	\$47.93
2016 BAILEY FREDDIE J	\$153.92
2016 BARAHONA CARLOS A	\$153.33
2016 BATTLETOWN INN	\$525.28
2016 BETHEL SEAN M II	\$113.35
2016 BLAKE PENNI M	\$90.04
2016 BOLDEN CANDACE L	\$54.30
2016 BOWIE LARRY E	\$38.60
2016 BROWN STEVEN M	\$83.53
2016 CALDWELL & SANTMYER INC	\$3,585.23
2016 CALDWELL SANTMYER	\$81.97
2016 CLEMENTS CHRISTOPHER LEE	\$47.10
2016 COCONIS DAVID H	\$77.44
2016 CORBIN JESSICA D	\$120.86
2016 CRIM TRACEY L	\$82.07
2016 DAVIS TINA M	\$126.93
2016 DIETRICH JOHN WILLIAM	\$53.50
2016 DOLINGER ALLEN L	\$156.81
2016 FOCACCIA ITALIAN GRILL	\$568.52
2016 FORD TIMOTHY SPENCER	\$128.89
2016 GALLAGHER MICHAEL J	\$64.64
2016 GOODMAN BRENDA LEE	\$124.92
2016 GREEN SHERYL B	\$131.07
2016 HALL CIIPPORA-KARRENA E	\$77.34
2016 HICKOK SHANNIE K	\$13.26
2016 HIGDON SEAN WILLIAM	\$97.04
2016 HOLLINGSWORTH CHRISTOPHER JOHN	\$54.95
2016 HOLSINGER CANDACE LA	\$62.03
2016 HUMMER CARRIE E	\$84.34
2016 JOHNSON OLYMPIA ANNA MARIE	\$77.87
2016 KERNS KEVIN M	\$53.93
2016 KIZER RICHARD	\$63.00
2016 LEE BRIAN ANTHONY	\$8.62
2016 LEWIS CAROLYN MARIE	\$88.60
2016 MALICK KENNETH R JR	\$103.60
2016 MASQUITH MICHAEL JOSEPH	\$47.93
2016 MAYNARD BRETT S	\$86.10
2016 MCALISTER GLENN ALLEN	\$38.60
2016 MCGEOUGH JAMES	\$145.05
2016 MCMANAMAY AIMEE MICHELLE	\$83.14
2016 MENDEZ XAVIER EVAN	\$99.89
2016 MILBOURNE DALTON T II	\$208.64
2016 MILLER JESSE PAUL	\$7.90
2016 MILLER PAUL GERHARD	\$54.95

2016 MONTGOMERY CLIFFORD G III	\$84.27
2016 MORINA CHARLES WILLIS	\$185.18
2016 NELSON DANIEL E	\$118.38
2016 NIX MALCOLM E	\$47.20
2016 PAYNE ANTWAIN TYREE	\$123.60
2016 PIERCE MOLLY CATHRYN	\$136.36
2016 POOLE JAMES E III	\$58.25
2016 POWELL JESSE P JR	\$92.18
2016 QUEEN DAVID BRUCE	\$49.68
2016 REAP MEGAN	\$32.98
2016 REID EBONY C	\$98.34
2016 ROBERTS ANTONIO FRANKLIN	\$51.03
2016 SALAZAR JESSICA LAINE	\$88.60
2016 SHANTI JAMIN FIACRE	\$24.71
2016 STRADY MARY L	\$56.18
2016 TANKS CLARENCE LEROY JR	\$76.76
2016 TAPSCOTT JESSICA B	\$202.96
2016 THOMPSON PHILLIP CHRISTOPHER	\$47.20
2016 TURNER KEVIN LEE	\$221.89
2016 TURNER MICHAEL T	\$67.53
2016 VIRGINIA SIDING INC	\$50.33
2016 WEBB AND SONS CONSTRUCTION INC	\$222.88
2016 WHALEN ELIZABETH J	\$16.51
2016 WHITE ANTHONY REINARD	\$32.73
2016 WILLINGHAM DOROTHY LEE	\$102.89
2016 WOODWARD ROGER W	\$206.04
2016 TOTAL:	\$10,858.69

2017 DELINQUENT PERSONAL PROPERTY

2017 ANDERSON JEROME D	\$86.65
2017 ANDREJKO DANIELLE PENDLETON	\$94.20
2017 ANDREJKO DAVID ALAN	\$44.31
2017 AYCOCK JESSE RAY	\$92.55
2017 BAILEY FREDDIE J	\$104.62
2017 BARAHONA CARLOS A	\$87.60
2017 BENNER MARK A	\$52.48
2017 BETHEL SEAN M II	\$9.16
2017 BLAKE PENNI M	\$40.51
2017 BOLDEN CANDACE L	\$55.34
2017 BOWIE LARRY E	\$38.60
2017 BOWKER EILEEN JANELLE ANGELINE	\$115.95
2017 BROWN STEVEN M	\$76.04
2017 CLARK TIFFANY N	\$162.31
2017 COCONIS DAVID H	\$70.64
2017 CORBIN JESSICA D	\$25.00
2017 COUMES JOSHUA A	\$88.52
2017 CRIM TRACEY L	\$74.72
2017 DAVIS TINA M	\$107.26
2017 DIETRICH JOHN WILLIAM	\$49.21
2017 DOLINGER ALLEN L	\$14.52
2017 ERWIN RACHEL A	\$10.53
2017 FIFUEKD DESIGN CONSTRUCTION INC	\$48.49
2017 FORD TIMOTHY SPENCER	\$122.50
2017 FREEMAN WILLIAM E JR	\$35.86
2017 GALLAGHER MICHAEL J	\$58.40
2017 GOODMAN BRENDA LEE	\$243.02
2017 GREEN SHERYL B	\$89.92
2017 GREGORY BROOKE MARIE	\$78.19
2017 GUIDRY BILLIE JO	\$97.35
2017 GUSTAFSON ERIC A	\$45.84
2017 HEMP SMITH CHRISTINA L	\$143.19
2017 HIGDON SEAN WILLIAM	\$60.93
2017 HOLLINGSWORTH CHRISTOPHER JOHN	\$49.41
2017 HOLSINGER CANDACE LA	\$53.91
2017 HUMMER CARRIE E	\$8.28
2017 JEWELL MICHAEL W	\$148.28
2017 JOHNSON OLYMPIA ANNA MARIE	\$117.68
2017 KASTER CHARLES A	\$176.57
2017 KERNS KEVIN M	\$49.52
2017 KESSINGER BRIAN K II	\$100.33
2017 KIZER RICHARD	\$56.96
2017 LLOYD AARON R	\$102.09
2017 MALICK KENNETH R JR	\$49.10
2017 MASQUITH MICHAEL JOSEPH	\$41.62
2017 MASQUITH SANDRA LEE	\$397.38
2017 MCALISTER GLENN ALLEN	\$38.60

2017 MCGEOUGH JAMES	\$81.57
2017 MCMANAMAY AIMEE MICHELLE	\$79.10
2017 MCWILLIAMS THOMAS G	\$93.50
2017 MILBOURNE DALTON T II	\$179.07
2017 MILLER PAUL GERHARD	\$48.42
2017 MONTGOMERY CLIFFORD G III	\$79.52
2017 NELSON DANIEL E	\$46.25
2017 PAYNE ANTWAIN TYREE	\$108.60
2017 PAYNE MELINDA LE RAE	\$94.64
2017 PERRY RYAN L	\$131.37
2017 PIERCE MOLLY CATHRYN	\$125.52
2017 POOLE JAMES E III	\$51.51
2017 POWELL JESSE P JR	\$83.90
2017 QUEEN DAVID BRUCE	\$6.97
2017 QUILLING ANDREW L	\$59.30
2017 REAP MEGAN	\$91.65
2017 REID EBONY C	\$82.87
2017 REID JASON ALAN	\$72.32
2017 ROBERTS ANTONIO FRANKLIN	\$45.23
2017 RODRIGUEZ ADBEEL QUILES	\$154.33
2017 ROMANOWICZ ROBERT ANTHONY	\$100.85
2017 ROSE MEREDITH C	\$100.43
2017 SALAZAR JESSICA LAINE	\$38.60
2017 SANCHEZ NATHAN N	\$90.11
2017 SANTANA PERRY ISAIAH JESUS	\$41.20
2017 SCHOFIELD SHAWN M	\$133.80
2017 SEIDITA ELIZABETH L	\$125.24
2017 SMITH JENNIFER M	\$159.69
2017 SODERLUND ALEX W	\$3.31
2017 STRADY MARY L	\$49.10
2017 TANKS CLARENCE LEROY JR	\$361.78
2017 TAPSCOTT JESSICA B	\$80.42
2017 TURNER KEVIN LEE	\$61.46
2017 TURNER MICHAEL T	\$59.41
2017 VIANDS MACKENZIE L	\$93.84
2017 VIRGINIA SIDING INC	\$42.83
2017 WATKINS MEGHAN N	\$223.70
2017 WEBB AND SONS CONSTRUCTION INC	\$151.97
2017 WELLS KATHY J	\$14.29
2017 WHEELER BOBBY JOE JR	\$59.86
2017 WHITE TAYLOR BARTON	\$99.52
2017 WHITEHEAD KRISTINA M	\$114.20
2017 WILLINGHAM DOROTHY LEE	\$11.35
2017 WOODWARD ROGER W	\$8.64
2017 TOTAL:	\$7,855.38

2018 DELINQUENT PERSONAL PROPERTY

2018 AMANAKA GEORGE R	\$101.90
2018 AMES CHARLES CHUZA III	\$57.01
2018 ANDERSON JEROME D	\$79.77
2018 ANDREJKO DANIELLE PENDLETON	\$83.90
2018 ANDREJKO DAVID ALAN	\$39.54
2018 AREVALO CABRERA DANIEL EDWARD	\$108.61
2018 AVALOS CLARA P	\$159.83
2018 AYCOCK JESSE RAY	\$14.00
2018 BAILEY FREDDIE J	\$95.49
2018 BALLROOM DANCE COMPANY INC	\$86.45
2018 BARAHONA CARLOS A	\$73.57
2018 BARTOSIEWICZ ZACHARY R	\$91.74
2018 BEAVIN JOEL R	\$91.53
2018 BENNER MARK A	\$44.47
2018 BLICK RICHARD W	\$201.73
2018 BOCKMANN CHRISTIAN P	\$113.42
2018 BONO WILLIAM J	\$127.27
2018 BOUKAIA CHANTAL JULIE	\$95.39
2018 BOWKER EILEEN JANELLE ANGELINE	\$56.65
2018 BRADLEY LAURIE ANNE	\$138.50
2018 BRIGGS CALEB LEE	\$2.73
2018 BROWN STEVEN M	\$65.93
2018 BUGNOSEN INDUSTRIES LLC	\$172.44
2018 BURZIO AUGUST CARROLL	\$85.00
2018 BYNUM PAUL O	\$130.83
2018 CABRERA JUAN ANTONIO	\$265.68
2018 CARTER REBECCA LYNN	\$89.49
2018 CASTILLO HERNESTO	\$88.82
2018 CAULFIELD LAUREN EILEEN	\$122.37
2018 CHILDS KAYLA B	\$35.00
2018 CIFALA KAREN A	\$51.32
2018 CLARK TIFFANY N	\$25.68
2018 CLIFFORD ALAN SCOTT	\$391.16
2018 COCONIS DAVID H	\$64.11
2018 CONOVER STEPHEN C	\$95.29
2018 COOPER-ROBINSON DUSTIN MAURICE	\$111.29
2018 COPPAGE RYAN P	\$289.07
2018 CRAIG HARRY A JR	\$109.08
2018 CREEK DOMONIC T JR	\$26.22
2018 CREEKMORE MELISSA CARIN	\$120.00
2018 CRIM TRACEY L	\$65.01
2018 CUSTIDERO LAURIE A	\$85.00
2018 DAUGHTRY DANNIE CARLTON	\$112.56
2018 DAUGHTRY SHANNON MICHELLE	\$141.23
2018 DAVIS TINA M	\$94.18
2018 DEANTHONY RYAN VICTOR	\$170.77
2018 DIETHRICH JOHN WILLIAM	\$43.67

2018 DILANDRO LEONA M	\$142.46
2018 DINKINS DIANE SCHOE B	\$104.15
2018 DINKINS GUY N II	\$118.03
2018 DINKINS TODD A	\$90.02
2018 DITO VINCENT M	\$97.39
2018 DIXON SHERYL M	\$91.15
2018 DUCKWORTH ALAN BLAINE	\$91.85
2018 DUNN LAND SURVEYS	\$356.25
2018 ERICKSON GILMORE	\$90.78
2018 ESPAROLINI MONA C	\$93.05
2018 FIKE DANIEL K II	\$88.61
2018 FISCHER CARL A	\$181.93
2018 FLEMING AMBER ELISE	\$138.30
2018 FOLEY SEAN T	\$93.15
2018 FORD TIMOTHY SPENCER	\$81.05
2018 FREEMAN WILLIAM E JR	\$66.06
2018 FRYE ETHAN RAY	\$170.99
2018 GALLAGHER MICHAEL J	\$48.01
2018 GARRISON TRAVIS L	\$85.00
2018 GLADDING SARAH J	\$116.73
2018 GONGORA MARCO A JR	\$124.98
2018 GOODMAN BRENDA LEE	\$293.29
2018 GRAY-BAILEY VICTORIA L	\$43.98
2018 GREEN POINT INC	\$104.89
2018 GREEN SHERYL B	\$77.32
2018 GRIFFITH RICHARD M	\$284.27
2018 GUIDRY BILLIE JO	\$126.53
2018 HALL BRIANNA R	\$39.54
2018 HALLEX MATTHEW LOGAN	\$63.77
2018 HARRISON ASHLEY L	\$432.27
2018 HEMP SMITH CHRISTINA L	\$26.77
2018 HOLLINGSWORTH CHRISTOPHER JOHN	\$1.24
2018 HOLSINGER CANDACE LA	\$1.01
2018 HOLSINGER JEANNIE D	\$78.78
2018 HUMPHRIES RONALD FREDERICK JR	\$140.27
2018 INOGEN INC	\$2.48
2018 JENKINS LINDA SUE	\$110.09
2018 JEWELL MICHAEL W	\$5.15
2018 JOHNSON DEBORAH K	\$114.83
2018 JOHNSON OLYMPIA ANNA MARIE	\$42.47
2018 JONES ROBERT DANIEL	\$87.03
2018 KASTER CHARLES A	\$6.09
2018 KATONA EDWARD W III	\$101.24
2018 KEISTER KEITH T JR	\$150.18
2018 KERNS KEVIN M	\$44.15
2018 KESSINGER BRIAN K II	\$35.80
2018 KIZER RICHARD	\$49.89
2018 KLEEB KIRSTEN ANN	\$33.90
2018 KNIGHT TIMOTHY ALAN	\$95.67
2018 KUSHNIR DAVID W	\$146.23

2018 LEE TOUAZENG	\$116.93
2018 LLOYD AARON R	\$154.12
2018 LOY SHANNON DANIELL	\$62.00
2018 M*MODAL	\$2.64
2018 MADDEN SEAN PATRICK	\$52.14
2018 MALICK KENNETH R JR	\$42.85
2018 MARTIN MARLIN L	\$124.09
2018 MASON JEFFREY M	\$92.05
2018 MASQUITH MICHAEL JOSEPH	\$35.57
2018 MASQUITH SANDRA LEE	\$235.88
2018 MCFARLAND JOHN T	\$85.00
2018 MCGEOUGH JAMES	\$76.64
2018 MCLAIN DAVID H	\$178.40
2018 MCMANAMAY AIMEE MICHELLE	\$74.54
2018 MILBOURNE DALTON T II	\$166.46
2018 MILLER PAUL GERHARD	\$41.64
2018 MONN KENDRA L	\$156.53
2018 MONTGOMERY CLIFFORD G III	\$74.74
2018 NEAL JAMES BURTON	\$209.79
2018 NELSON DANIEL E	\$40.96
2018 NOUV LISA	\$50.34
2018 OBANNION MATTIE BEATRICE	\$100.75
2018 OHIGGINS SHELLEY WYNN	\$102.24
2018 OLSON AMANDA F	\$90.96
2018 PAIGE FRANK	\$85.00
2018 PAPPADAKIS ANDY H	\$93.98
2018 PAYNE ANTWAIN TYREE	\$144.98
2018 PAYNE MELINDA LE RAE	\$6.00
2018 PAYNE VIRGINIA ANN	\$90.75
2018 PENNYFEATHER DONALD P JR	\$126.53
2018 PERRY RYAN L	\$68.24
2018 PHILLIPS-KNIGHT CAROLYN E	\$101.31
2018 PIERCE MOLLY CATHRYN	\$118.69
2018 POOLE JAMES E III	\$22.66
2018 POTTERS BARBER SHOP	\$23.88
2018 POWELL JESSE P JR	\$72.77
2018 POWELL KENNIS DENIS	\$78.69
2018 PRESSLEY DONALD L	\$383.47
2018 QUILLING ANDREW L	\$148.88
2018 REAP MEGAN	\$78.88
2018 REED CHARLES HENDERSON	\$144.87
2018 REED SEAN M	\$120.87
2018 REID EBONY C	\$88.24
2018 RHODEN BRICE ALAN	\$88.87
2018 RICHARDS TAYLOR CHARON	\$93.58
2018 RITTER DARRIN MICHAEL	\$87.37
2018 RIVERA JAMES MARIANO	\$76.09
2018 RIVERA VICKIE L	\$112.40
2018 ROBERSON MARTHA LOU	\$93.46
2018 ROBERTS ANTONIO FRANKLIN	\$41.06

2018 ROBERTS REBECCA ELIZABETH	\$50.39
2018 RODGERS SEAN DERRY	\$168.71
2018 RODRIGUEZ ADBEEL QUILES	\$90.60
2018 ROMANOWICZ ROBERT ANTHONY	\$45.18
2018 ROSE MEREDITH C	\$1.45
2018 ROUNSLEY JAMIE SUE	\$99.52
2018 RUPPERT JAMES W	\$98.90
2018 RUSSELL DENISE L	\$41.53
2018 SALAZAR JESSICA LAINE	\$37.41
2018 SANCHEZ NATHAN N	\$41.74
2018 SANTANA PERRY ISAIAH JESUS	\$116.16
2018 SCHOFIELD SHAWN M	\$77.85
2018 SEIDITA ELIZABETH L	\$64.31
2018 SETTLE HARRY DEAN	\$85.00
2018 SHAAJHANTE MIKISA AMEYAN	\$98.10
2018 SHANAHAN GERALD EDWARD	\$122.06
2018 SHEPHERD DUSTIN THOMAS	\$89.16
2018 SHEPHERD JOHN K	\$94.37
2018 SHERMAN JORDAN M	\$130.42
2018 SHOCKLEY ALICE PULLEN	\$85.00
2018 SMITH JENNIFER M	\$105.30
2018 SMITH JUSTIN LEE	\$1.26
2018 SNEAD JONATHON G	\$63.60
2018 SODERLUND ALEX W	\$42.82
2018 SOLARES ALEJANDRO JR	\$65.21
2018 SPONSELLER RICHARD T	\$164.98
2018 STILES STEPHANIE MICHELLE	\$167.78
2018 STOKES TIMOTHY DORSEY SCOTT	\$85.00
2018 STRADY MARY L	\$42.37
2018 TANKS CLARENCE LEROY JR	\$305.69
2018 THOMAS DESTINY EVETTE	\$139.34
2018 THRIFT KATHERINE ANN	\$122.88
2018 TINTAYA JACK THOMAS	\$91.06
2018 TURNER KEVIN LEE	\$53.33
2018 TURNER MICHAEL T	\$99.80
2018 TYLER NICHOLAS ASHTON	\$158.45
2018 TYLER NINA R	\$90.33
2018 USSERY JAMISON LEE	\$123.73
2018 VANNESS KELSI AMBER	\$87.34
2018 VEZINA JASON M JR	\$99.76
2018 VIRGINIA SIDING INC	\$35.75
2018 VIZA ANDREA DOMINIQUE	\$10.21
2018 WALKER ADAM JOSEPH	\$85.00
2018 WALKER AMANDA L	\$82.78
2018 WALSH COLLEEN A	\$83.36
2018 WATKINS MEGHAN N	\$126.80
2018 WATSON-KEISTER MICHELLE ANNE	\$175.71
2018 WEBB AND SONS CONSTRUCTION INC	\$118.35
2018 WHALEN GABRIELLE F	\$201.60
2018 WHALEN GABRIELLE FRANCES	\$66.49

2018 WHALEN MICHAEL	\$85.37
2018 WHITE TAYLOR BARTON	\$50.41
2018 WHITEHEAD KRISTINA M	\$102.72
2018 WIER TIMOTHY W	\$56.85
2018 WILKINS LARRY R	\$147.22
2018 WILSON DANIELLE G	\$139.98
2018 WRENN JUDITH EILEEN	\$202.00
2018 ZELLER JOSHUA PHILLIP	\$91.29
2018 TOTAL:	\$20,692.33

DELINQUENT PERSONAL PROPERTY TAXES

2013	\$3,786.38
2013 (to be charged off)	-\$3,786.38
2014	\$2,832.16
2015	\$4,385.27
2016	\$10,858.69
2017	\$7,855.38
2018	<u>\$20,692.33</u>
TOTAL	\$46,623.83

Southern Software FMSSDelinquent Tax Report

Date: 7/1/2019 9:56 AM

DELINQUENT REAL ESTATE TAXES

DELINQUENT TAX REPORT-JULY 1, 2019

2004 DELINQUENT REAL ESTATE

2004 WILLIAMS GEORGE ESTATE	\$4,853.90
2004 TOTAL:	\$4,853.90

2005 DELINQUENT REAL ESTATE

2005 WILLIAMS GEORGE ESTATE	\$241.62
2005 TOTAL:	\$241.62

2006 DELINQUENT REAL ESTATE

2006 WILLIAMS GEORGE ESTATE	\$467.68
2006 TOTAL:	\$467.68

2007 DELINQUENT REAL ESTATE

2007 WILLIAMS GEORGE ESTATE	\$1,272.12
2007 TOTAL:	\$1,272.12

2008 DELINQUENT REAL ESTATE

2008 WILLIAMS GEORGE ESTATE	\$903.34
2008 TOTAL:	\$903.34

2009 DELINQUENT REAL ESTATE

2009 TRI COUNTY FARM SERVICES LLC	\$251.11
2009 WILLIAMS GEORGE ESTATE	\$2,477.73
2009 TOTAL:	\$2,728.84

2010 DELINQUENT REAL ESTATE

2010 TRI COUNTY FARM SERVICES LLC	\$435.92
2010 WILLIAMS GEORGE ESTATE	\$465.84
2010 TOTAL:	\$901.76

2011 DELINQUENT REAL ESTATE

2011 MOTEN CONSTANCE	\$74.84
2011 TRI COUNTY FARM SERVICES LLC	\$420.68
2011 WILLIAMS GEORGE ESTATE	\$1,298.58
2011 TOTAL:	\$1,794.10

2012 DELINQUENT REAL ESTATE

2012 MOTEN CONSTANCE	\$192.16
2012 TRI COUNTY FARM SERVICES LLC	\$401.66
2012 WILLIAMS GEORGE ESTATE	\$966.52
2012 TOTAL:	\$1,560.34

2013 DELINQUENT REAL ESTATE

2013 MOTEN CONSTANCE	\$185.30
2013 TRI COUNTY FARM SERVICES LLC	\$383.04
2013 WILLIAMS GEORGE ESTATE	\$803.32
2013 TOTAL:	\$1,371.66

2014 DELINQUENT REAL ESTATE

2014 MOTEN CONSTANCE	\$199.80
2014 TRI COUNTY FARM SERVICES LLC	\$417.56
2014 WILLIAMS GEORGE ESTATE	\$816.45
2014 TOTAL:	\$1,433.81

2015 DELINQUENT REAL ESTATE

2015 MOTEN CONSTANCE	\$247.90
2015 TRI COUNTY FARM SERVICES LLC	\$526.72
2015 WILLIAMS GEORGE ESTATE	\$518.91
2015 TOTAL:	\$1,293.53

2016 DELINQUENT REAL ESTATE

2016 MOTEN CONSTANCE	\$95.35
2016 TAYLOR ROSS CHARLES III & LORI B	\$1,151.66
2016 TRI COUNTY FARM SERVICES LLC	\$505.34
2016 WILLIAMS GEORGE ESTATE	\$1,616.25
2016 TOTAL:	\$3,368.60

2017 DELINQUENT REAL ESTATE

2017 BUCK CHARLES U	\$14.84
2017 JACKSON EFFIE H & WALTER H	\$98.70
2017 MOTEN CONSTANCE	\$80.46
2017 TAYLOR ROSS CHARLES III & LORI B	\$1,026.24
2017 TRI COUNTY FARM SERVICES LLC	\$447.58
2017 WILLIAMS GEORGE ESTATE	\$908.28
2017 TOTAL:	\$2,576.10

2018 DELINQUENT REAL ESTATE

2018 BERRYVILLE AL LLC	\$37.17
2018 BUCK CHARLES U	\$476.36
2018 FRANKMANN HARRY C LIVING TRUST	\$103.69
2018 GILLISON MARY L	\$193.21
2018 HOLMES CHARLES A JR	\$165.06
2018 JACKSON EFFIE H & WALTER H	\$280.48
2018 JONES STEPHANIE	\$28.64
2018 MASON JEANNIE C	\$51.44
2018 MOTEN CONSTANCE	\$70.90
2018 NELSON JACOB ESTATE	\$31.79
2018 PAIGE ALBERT ESTATE	\$28.05
2018 PAYNE CHARLES M	\$203.45
2018 RILEY MEADOWS STABLES LLC	\$71.71
2018 TAYLOR ROSS CHARLES III & LORI B	\$987.56
2018 TRI COUNTY FARM SERVICES LLC	\$426.75
2018 WILLIAMS GEORGE ESTATE	\$418.73
2018 TOTAL:	\$3,574.99

2019 DELINQUENT REAL ESTATE

2019 ALLEN FENTON ESTATE	\$122.59
2019 BERRYVILLE AL LLC	\$9,833.93
2019 BOSWORTH KEVIN & SARAH JEAN-TAYLOR	\$370.45
2019 BUCK CHARLES U	\$225.29
2019 CAMACHO PEREZ GUALBERTO CARLO	\$63.58
2019 CHOMNEY WIN	\$545.90
2019 COSTELLO WILBUR L	\$367.65
2019 DAYE MARIAN A & JAMES W	\$107.95
2019 DUNCAN MEMORIAL UNITED METHODIST CHURCH	\$29.43
2019 EDDLIS LLC	\$387.33
2019 FANNING JENNIFER D	\$159.80
2019 FRANKMANN HARRY C LIVING TRUST	\$105.26
2019 GABLE BRADLEY JAMES & MELINDA D	\$99.68
2019 GEORGE RAY	\$464.76
2019 GILLISON MARY L	\$125.05
2019 GRIMM ROBERT S JR & CAROL L	\$440.85
2019 GUITIERREZ ANTONIO V & MARIA B	\$100.46
2019 HOLMES CHARLES A JR	\$92.41
2019 HOLMES CHARLES H	\$129.74
2019 JACKSON EFFIE H & WALTER H	\$132.65
2019 JOHNSON GEORGE F JR	\$99.46
2019 JONES CARA H	\$16.17
2019 JONES STEPHANIE	\$29.06
2019 KERBY JULIE ROBIN & RICHARD ALAN	\$110.52
2019 LABADIE RICKY	\$105.26
2019 LAMBERT DAVID D	\$23.13
2019 LEVI DAVID L & MAGGIE W	\$217.57
2019 MASON JEANNIE C	\$104.60
2019 MOTEN CONSTANCE	\$33.52
2019 NELSON JACOB ESTATE	\$36.87
2019 NIGHTINGALE INC TR	\$431.80
2019 O'DONNELL THOMAS R & LORIE E	\$409.90
2019 PAIGE ALBERT ESTATE	\$28.49
2019 PAPPADAKIS ANDY H & SALLY L CRAIG	\$195.59
2019 PAYNE CHARLES M	\$109.18
2019 PEAKE ROBERT C JR & DONNA K	\$107.95
2019 POTTS ROY E III & PATRÍCIA R	\$112.87
2019 RILEY MEADOWS STABLES LLC	\$288.88
2019 SCHILLING EDWARD L & JOANNA CHOPSK	\$587.47
2019 SLAUGHTER CORDELIA & CLARISSA BYRD	\$117.22
2019 SMITH LIONEL MCNEIL	\$160.13
2019 SPONSELLER RICHARD TYLER	\$225.07
2019 SWEETSPIRE LLC	\$341.65
2019 TAYLOR ROSS CHARLES III & LORI B	\$467.00
2019 THOMAS NOLAN B & COREY D	\$159.91
2019 TRI COUNTY FARM SERVICES LLC	\$201.81

2019 VALLEY VENTURES FUND	\$675.09
2019 WILLIAMS GEORGE ESTATE	\$27.94
2019 WINCHESTER COLD STORAGE CO INC	\$203.50
2019 WINDISCH SUSAN & EDWARD F	\$89.40
2019 TOTAL:	\$19,621.77

DELINQUENT REAL ESTATE TAXES

2004	\$	4,853.90
2005	\$	241.62
2006	\$	467.68
2007	\$	1,272.12
2008	\$	903.34
2009	\$	2,728.84
2010	\$	901.76
2011	\$	1,794.10
2012	\$	1,560.34
2013	\$	1,371.66
2014	\$	1,433.81
2015	\$	1,293.53
2016	\$	3,368.60
2017	\$	2,576.10
2018	\$	\$3,574.99
2019	\$	<u>19,621.77</u>

TOTAL	47964.16
--------------	-----------------

Southern Software FMSSDelinquent Tax Report

Date: 7/1/2019 9:56 AM

Attachment 5



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

MEMO

DATE: 07/01/2019

TO: Town Council

FROM: Chief W. Neal White

CC:

RE: Police Department Monthly Report – 07/09/2019

Monthly Activity Report

The activity report for the month of June 2019 is attached to this memo.

Public Safety Committee

The Public Safety Committee met on June 26, 2019 and minutes from the meeting can be found in the consent agenda. The next scheduled meeting for the Committee is August 28, 2019 at 2:00 pm in the A/B meeting room.

Action Items

The Public Safety Committee has reviewed regulations, forms, and ordinances associated with Special Events and Demonstrations. These items have also been reviewed by legal counsel and are included tonight for adoption consideration.

Community Events

Officer Don Mason conducted a bicycle safety event in conjunction with the Clarke County Farmers Market on June 29, 2019.

The department will again be holding National Night Out activities in Rose Hill Park on August 6, 2019.



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report

	Year To Date	June	May
Month: June	2019	2019	2019
Year: 2019			

Complaints Answered

911 Hang Up:	3	0	1
Alarms:	101	10	15
Animal Complaint:	84	19	11
Assault and Battery:	2	1	0
Assist County:	12	2	2
Auto Larceny:	0	0	0
Burglary:	1	0	0
Civil Complaints:	34	0	4
Disturbance:	14	2	3
Domestic Disturbance:	9	0	5
Drunk In Public:	6	0	1
Forgery & Uttering:	0	0	0
Fraud:	12	1	1
Larceny:	17	3	3
Harassment/Intimidation:	22	4	7
Homicide:	0	0	0
Juvenile Related:	18	7	5
Noise:	32	6	10
Public Service:	7	0	0
Rape:	0	0	0
Robbery:	1	0	0
Runaway:	0	0	0
Shoplifting:	0	0	0
Suspicious Activity:	69	11	9
Trespassing:	3	1	0
Vandalism:	17	2	3
Welfare Check:	68	12	11
Mental Health Crisis	49	7	22
Miscellaneous Complaints:	575	103	106
Total Complaints Answered:	1156	191	219



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date	June	May
	2019	2019	2019
<u>Traffic</u>			
Accidents Investigated:	21	2	2
Assist Motorist:	1	0	0
Child Safety Seat Install:	9	2	0
Funeral Escort:	10	3	1
Hit & Run:	0	0	0
Parking Tickets:	501	38	71
Traffic Warnings:	208	21	31
<u>Traffic Summons Issued</u>			
Defective Equipment:	0	0	0
Driving Suspended:	3	0	2
Expired Inspection:	34	4	5
Expired Registration:	11	1	0
Fail to Obey Highway Sign:	41	7	9
Fail to Obey Traffic Signals:	4	0	0
Fail to Stop/Lights & Siren:	0	0	0
Fail to Yield Right of Way:	4	0	2
Hit and Run:	0	0	0
No Liability Insurance:	0	0	0
No Operator's License:	8	0	1
No Seat Belt:	0	0	0
Reckless Driving:	3	1	0
Speeding:	89	16	13
Miscellaneous Summons:	14	3	1
Total Traffic Summons Issued:	211	32	33
<u>Found Open at Businesses in Town</u>			
Doors:	8	1	1
Windows:	0	0	0
Garage Doors:	0	0	0



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date 2019	June 2019	May 2019
<u>Criminal Arrests Made</u>			
Abduction:	0	0	0
Arson:	0	0	0
Assault and Battery:	6	1	0
Assault and Battery on Police Officer:	0	0	0
Auto Larceny:	0	0	0
Breaking and Entering:	0	0	0
Capias:	2	1	0
Disorderly Conduct:	0	0	0
Driving While Intoxicated:	2	0	1
Drunk In Public:	8	2	1
Fail to Obey Police Officer:	0	0	0
Fail to Pay Parking Ticket:	1	0	0
Forgery:	0	0	0
Fraud:	2	0	0
Grand Larceny:	0	0	0
Homicide:	0	0	0
Illegal Drugs/Paraphernalia:	7	1	1
Petty Larceny:	0	0	0
Possess Alcohol Underage:	0	0	0
Protective Order Violations:	0	0	0
Rape:	0	0	0
Resisting Arrest:	0	0	0
Robbery:	0	0	0
Shoplifting:	0	0	0
Trespassing:	0	0	0
Vandalism:	0	0	0
Weapons Violation:	0	0	0
Miscellaneous Criminal Arrests:	16	1	1
Juvenile Detention Order Totals:	0	0	0
Total Criminal Arrests:	44	6	4

Attachment 6

Memo

To: Town Council

From: David Tyrrell

Date: July 2, 2019

Re: June 2019 Operations Report

The water treatment plant complies for June 2019 with its monthly parameters per data available to date. We sent 12.379 MG of water to the distribution system with an average of 0.458 MGD produced on days we operated and a daily max of 0.741 MG. The daily max is high this month due to refilling the 3MG with 2,800,000 gals of water.

The 3 MG tank was emptied and repairs made to a small leak on the rear manway. This repair took about three days to complete. We continued to run the system 24/7 to refill the tank. For two weeks. This allowed us to get up to a lower but comfortable level in the 3MG of 17 feet and we returned to our normal schedules on the 14th. All tanks are now complete with the exception of the mixer installation in the NWT.

On June 19th several issues were discovered with the water system SCADA. After correcting the issues, we believed everything was working properly and the system passed the test we put it under with one exception, the level indication was not working properly for the southeast tank. Our contractor was contacted and scheduled for the next morning to repair the system. Unfortunately, overnight we had a water transmission line break which drained the southeast tank and we lost around 350,000 gallons of water from storage. Once Public Works had the line repaired, we produced water all night and refilled the southeast tank with normal levels reached around 0300 on the 21st. It turned out the problem was not with the southeast tank but with the actual WTP SCADA computer. The issue found on the 19th was low voltage being supplied by a failing battery backup. While this was corrected on the 19th, we did not know that a few parameters in the computer had been compromised and were no longer correct. They were the southeast level calculation and the drop alarm programing. Once the program was reloaded everything started working properly.

We cleaned the river vault, replaced the failed pump #2, and improved the ability to blow the screens with the addition of some piping. Public Works and Broy and Sons completed the work.

We have had to replace the carbon pump, fluoride pump, and make repairs to several pipe systems. We completed more than 200 workorders in June playing catch up on a backlog of maintenance items.

Drought Conditions: There are no concerns for drought at this time.

The wastewater plant complies with its discharge permit for June per data received to date. We treated a total of 10.91 MG with a daily average of 0.36 MGD and a daily max of 0.58 MG. We have finally had a month of normal flows. The several heavy storms towards the end on the month have had little effect on our flows. We celebrated.

We have started to dismantle the chem feed lines on the membrane system. They should be completely replaced by the end of the day on July 3.

We had several issues with the RAS pumps drawing air into the suction line. After cleaning out the RAS channel, we were able to return the system to normal operation. Until they were repaired, we set up a makeshift solids return system using the WAS pumps and sending solids to the EQ tanks and returning them to the aeration system to keep the system on line while we corrected the RAS issue.

We completed over 300 workorders and maintained solids production. We do not have totals on work orders and solids production as we are behind on data entry due to other work we have been completing.

Attached for review are the DMR data reports for the wastewater plant with data received to date, the water plant page 1 operations report for VDH, and the latest membrane condition report from Suez

Flows and Chemical Dosages

march 2018.000

No. Connections Served: 1690
Population Served: 4185

DATE	Raw Water Treated MGD	Finished Water Produced MGD	Finished Water Delivered MGD	Hours in Service	Raw Water Chemicals										Finished Water Chemicals									
					Alum	Carbon	Chlorine	Fluoride	Polymer	KMnO4	Soda Ash	Chlorine	Chlorine	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Corr Inhibitor
1					Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	mg/L			
2																								
3																								
4	0.406		0.338	11.3	86	25.5	3	0.8																
5	0.398		0.344	11.2	41	12.2	4	1.2																
6	0.469		0.413	10.4	61	15.6	4	1.1																
7	0.555		0.498	16.5	25	5.5	4	0.9																
8	0.738		0.651	22.0	81	13.2	6	0.9																
9	0.564		0.480	16.0	46	9.7	4	0.9																
10	0.773		0.692	23.0	20	3.1	3	0.5																
11	0.817		0.741	24.0	106	15.6	6	0.8																
12	0.486		0.433	14.3	41	10.0	2	0.4																
13	0.798		0.707	23.5	79	11.9	3	0.5																
14	0.647		0.574	18.8	54	10.0	2	0.4																
15	0.283		0.254	8.5	46	19.3	3	1.4																
16	0.149		0.131	4.0	5	4.1	2	1.6																
17	0.465		0.408	14.5	15	3.9	4	1.1																
18	0.521		0.467	15.0	203	46.7	4	1.0																
19	0.515		0.446	14.8	66	15.3	5	1.1																
20	0.299		0.268	8.3	66	26.4	2	0.6																
21	0.743		0.666	22.5	51	8.2	6	1.0																
22	0.119		0.170	6.0	10	10.2	1	0.8																
23	0.209		0.109	5.5	11	6.3	2	0.9																
24	0.819		0.736	24.0	41	5.9	2	0.3																
25	0.771		0.697	24.0	86	13.4	7	1.1																
26	0.759		0.662	16.0	20	3.2	7	1.1																
27	0.658		0.613	19.8	61	11.1	5	0.9																
28	0.542		0.487	15.8	46	10.1	4	0.9																
29	0.247		0.209	6.8	41	19.7	2	1.0																
30	0.208		0.185	6.0	46	26.4	2	1.2																
31																								
Total	13.959	0.000	12.379	402.2	1452	362.5	99	24.5																
Maximum	0.819	0.000	0.741	24.0	203	46.7	7	1.6																
Minimum	0.119	0.000	0.109	4.0	5	3.1	1	0.3																
Average	0.517	0.000	0.458	14.9	54	13.4	4	0.9	#DIV/0!	#DIV/0!	#DIV/0!	5.5	1.6	0.11	0.023	4	0.8	#DIV/0!	#DIV/0!	20.3	4.71			

SIGNED: (OPERATOR IN RESPONSIBLE CHARGE)

RAW WATER SOURCE(S) USED DURING MONTH: (SOURCE/DATES)

PRINTED NAME

David A. Tyrrell

Shenandoah River - Entire Month

TITLE: OPERATOR CLASSIFICATION
DPOR CERTIFICATION NO.

Class 1
1955002813

Berryville STP Monthly DMR Data

June 2019

Date	Effluent Flow MGD	Eff pH	Eff Temp Deg C	Eff CBOD mg/l	Eff CBOD KG/D	Eff TSS mg/l	Eff TSS KG/D	Effluent DO River mg/l	Effluent DO WWTP mg/l	Eff NO2/ NO3 mg/l	Eff TKN mg/l	Eff TKN KG/D	Eff Total N mg/l
6/1/2019	0.52	7.3	22.3					8.7	7.6				
6/2/2019	0.58	7.3	23.3					9.0	8.0				
6/3/2019	0.52	7.3	22.2					8.7	8.0				
6/4/2019	0.43	7.2	21.2					8.8	8.3				
6/5/2019	0.42	7.4	21.9	2.00	3.21			8.4	8.4				
6/6/2019	0.39	7.1	22.1	3.00	4.44			8.8	8.0	5.47	1.00	1.48	6.47
6/7/2019	0.38	7.4	22.5					8.6	7.8				
6/8/2019	0.37	7.5	22.3					8.6	7.5				
6/9/2019	0.36	7.4	22.4					8.3	7.4				
6/10/2019	0.17	7.3	21.9					8.3	6.1				
6/11/2019	0.23	7.3	22.2	0.00	0.00	0.00	0.00	9.4	6.2	2.17	1.15	1.00	3.32
6/12/2019	0.54	7.5	21.2	5.00	10.20			8.3	7.4				
6/13/2019	0.53	7.3	21.4	3.00	6.03			8.3	8.3	0.51	0.97	1.95	1.48
6/14/2019	0.35	7.7	21.5					8.3	7.2				
6/15/2019	0.32	7.3	21.7					8.6	8.0				
6/16/2019	0.32	7.3	22.7					8.2	9.1				
6/17/2019	0.29	7.4	22.3					7.5	7.4				
6/18/2019	0.26	7.3	22.8	0.00	0.00			6.4	7.6	1.33	0.93	0.90	2.26
6/19/2019	0.27	7.6	23.5	3.00	3.03			7.5	5.4				
6/20/2019	0.27	7.3	23.2	2.00	2.07			8.7	6.5	1.68	0.82	0.85	2.50
6/21/2019	0.29	7.4	23.3					7.5	7.4				
6/22/2019	0.30	7.3	23.4					9.5	6.4				
6/23/2019	0.32	7.5	23.7					9.4	6.3				
6/24/2019	0.29	7.3	23.2					6.6	6.8				
6/25/2019	0.28	7.3	23.9	1.00	1.07			6.9	7.2	1.01	0.36	0.39	1.37
6/26/2019	0.31	7.5	23.5					6.8	8.4				
6/27/2019	0.34	7.5	23.8					8.3	8.3				
6/28/2019	0.42	7.6	23.4					8.4	8.3				
6/29/2019	0.53	7.5	24.4					8.3	7.9				
6/30/2019	0.34	7.6	24.4					8.3	7.6				
Minimum	0.17	7.1	21.2	0.00	0.00	0.00	0.00	6.4	5.4	0.51	0.36	0.39	1.37
Maximum	0.58	7.7	24.4	5.00	10.20	0.00	0.00	9.5	9.1	5.47	1.15	1.95	6.47
Total	10.91	221.7	681.6	19.00	30.05	0.00	0.00	247.4	224.8	12.17	5.23	6.56	17.40
Average	0.36	7.4	22.7	2.11	3.34	0.00	0.00	8.2	7.5	2.03	0.87	1.10	2.90
Geo Mean	0.35	7.4	22.7	2.01	2.62	1.00	1.00	8.2	7.4	1.55	0.8	0.97	2.50

Berryville STP Monthly DMR Data

June 2019

Date	Eff Total N KG/D	Eff Total P mg/l	Eff Total P KG/D	E-Coli No/100ml
6/1/2019				
6/2/2019				
6/3/2019				
6/4/2019				
6/5/2019				
6/6/2019	9.59	0.08	0.12	
6/7/2019				
6/8/2019				
6/9/2019				
6/10/2019				
6/11/2019	2.89	0.18	0.16	1
6/12/2019				
6/13/2019	2.98	0.09	0.18	
6/14/2019				
6/15/2019				
6/16/2019				
6/17/2019				
6/18/2019	2.18	0.22	0.21	1
6/19/2019				
6/20/2019	2.59	0.39	0.40	
6/21/2019				
6/22/2019				
6/23/2019				
6/24/2019				
6/25/2019	1.47	0.60	0.65	1
6/26/2019				
6/27/2019				
6/28/2019				
6/29/2019				
6/30/2019				
Minimum	1.47	0.08	0.12	1
Maximum	9.59	0.60	0.65	1
Total	21.71	1.56	1.72	3
Average	3.62	0.26	0.29	1
Geo Mean	2.97	0.20	0.24	1

Berryville Biweekly InSight Report

Date: 6/7/2019

From: Jeny Chacko - SUEZ Water Technologies & Solutions

To: David Tyrrell, Jeff Capps - Town of Berryville

cc: Shawn Addison, Al Farrell, Matthew Stapleford - SUEZ

System Equipment

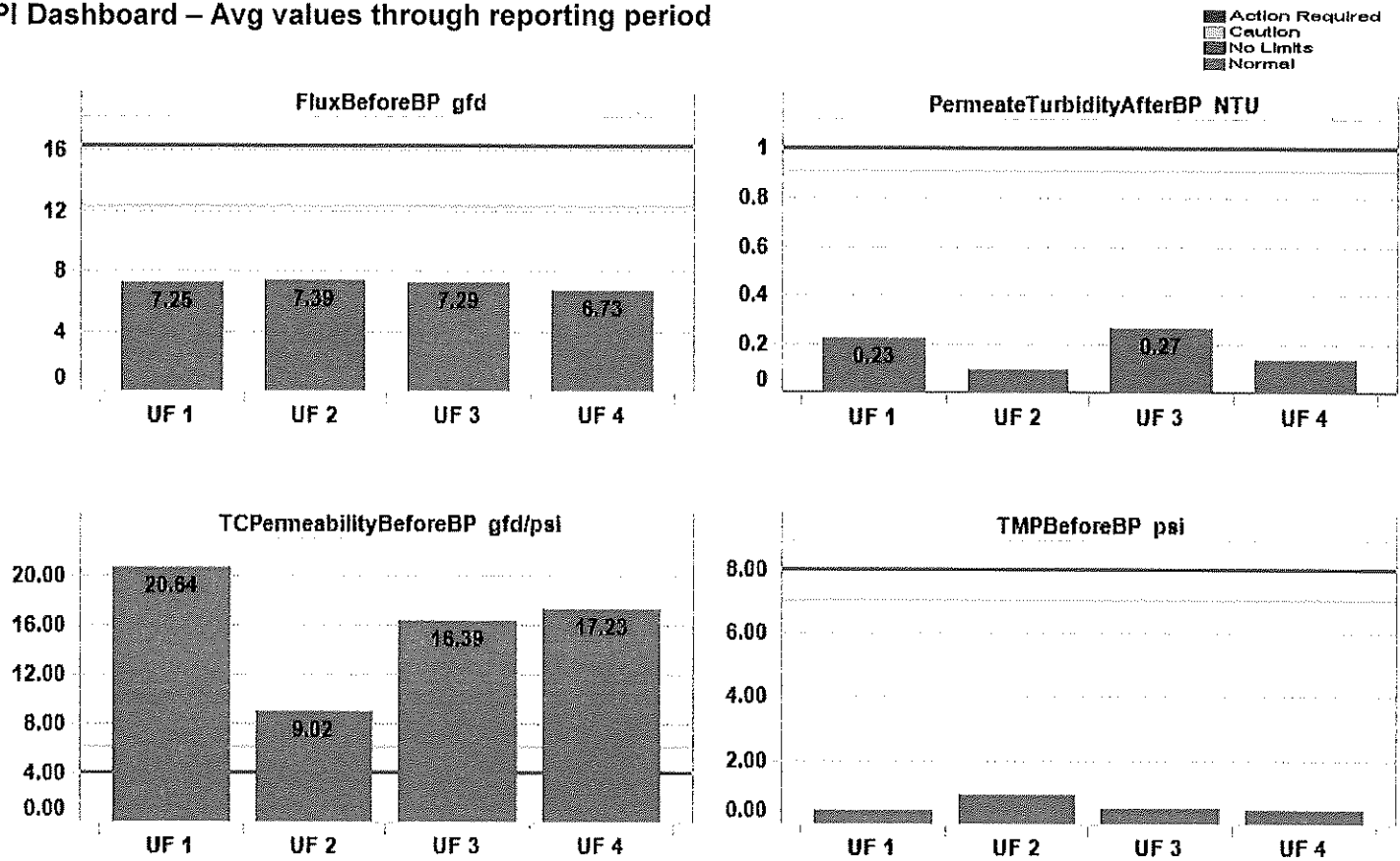
4 × ZW trains, each 3 cassettes, 2x48/1x42 500D (surface area 46920 sq. ft. per train)

Cleaning Strategy

Maintenance clean dose concentrations - 2 NaOCl/ Hypo @ 200 ppm per week, 1 Citric acid @ 2000 ppm per week

Recovery clean soak concentrations - 2 NaOCl/ Hypo @ 1000 ppm per year, 2 Citric acid @ 2000 ppm per year

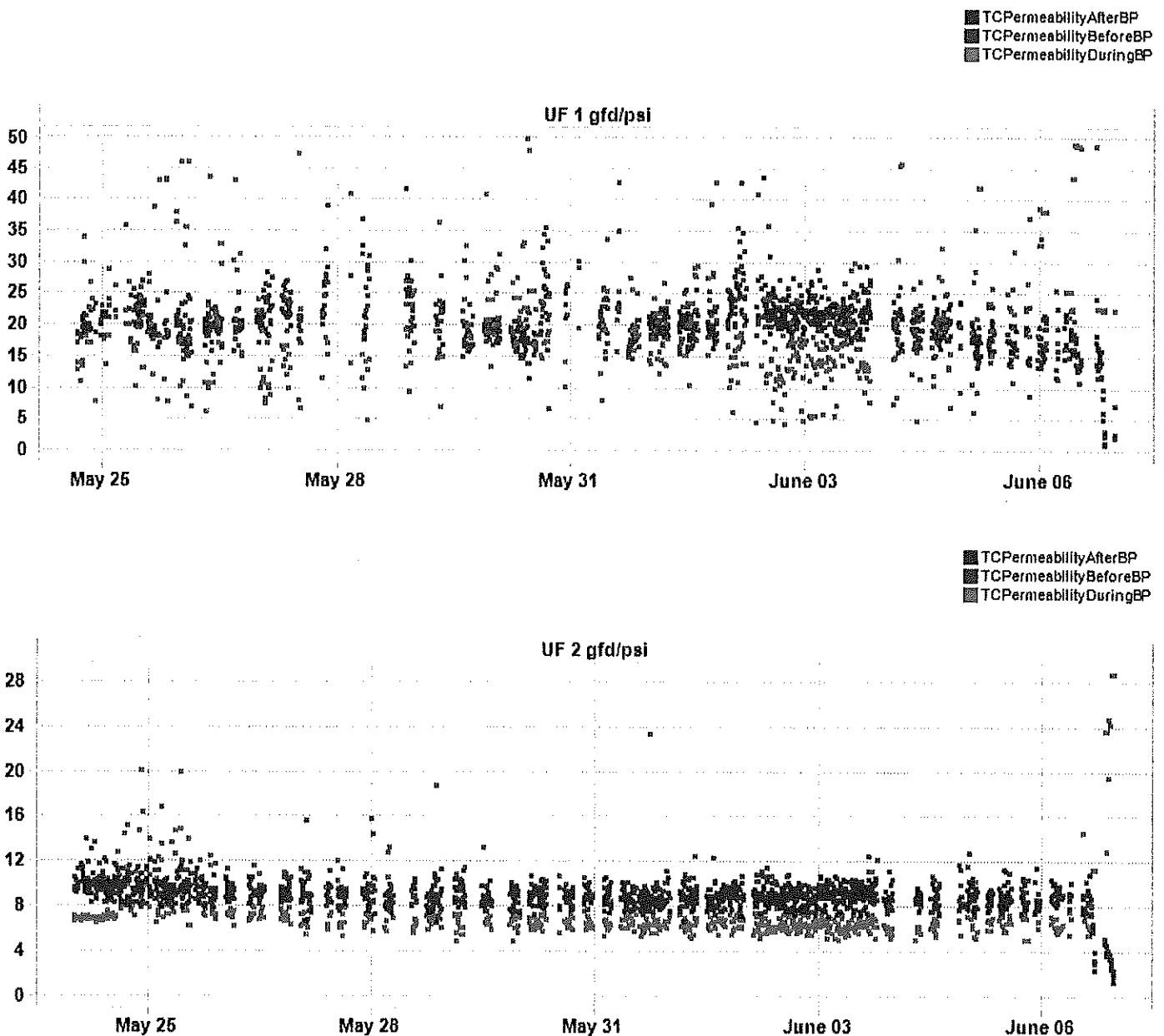
KPI Dashboard – Avg values through reporting period



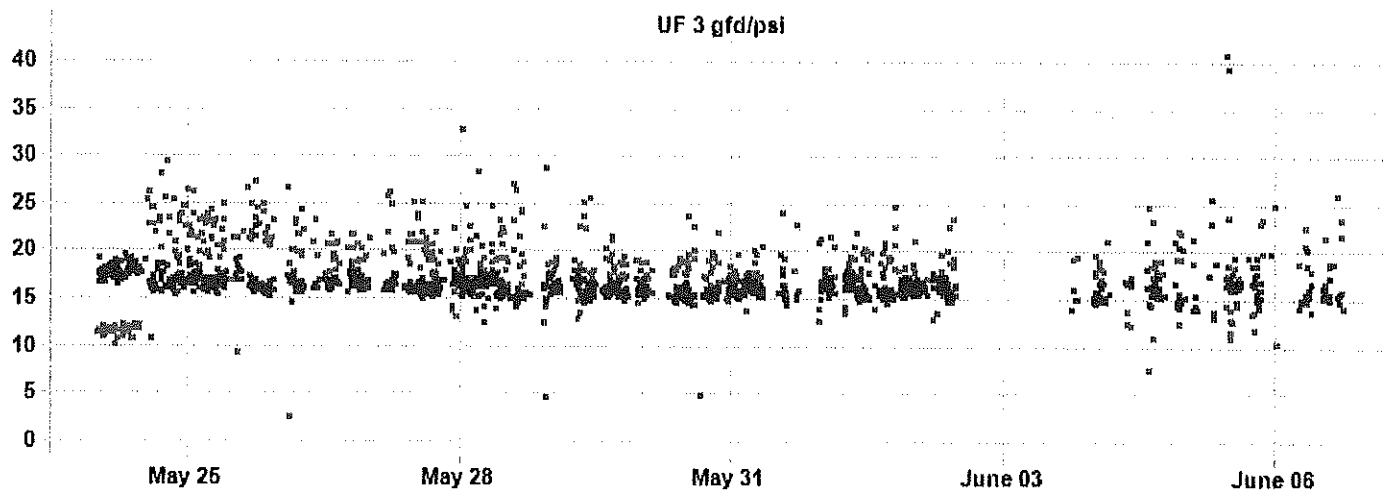
Plant Summary

- Plant permeate flow averaged at 551K gallons in the last two weeks. Permeate flow declined from a high of 2.1 MGD to <400K during the last month
- Why was UF4 offline for majority of the time?
- Production TMPs are satisfactory at <1 psi majority of the time on UF1, UF3 and UF4
- TMPs spiked to 8 psi on June 7th and permeability dropped to warning limit of <2 gfd/psi. What led to this sudden spike in TMP on UF2? TMPs are currently in the 1-1.5 gfd/psi range on this train
- Please schedule regular hypo and acid maintenance clean on all the trains. Cleans have not been carried out since early May
- Please place UF3 and UF4 in backpulse mode
- Is there an issue with the RAS pumps? RAS flows logged in at 0 gpm around June 6th – 7th and again on June 10th

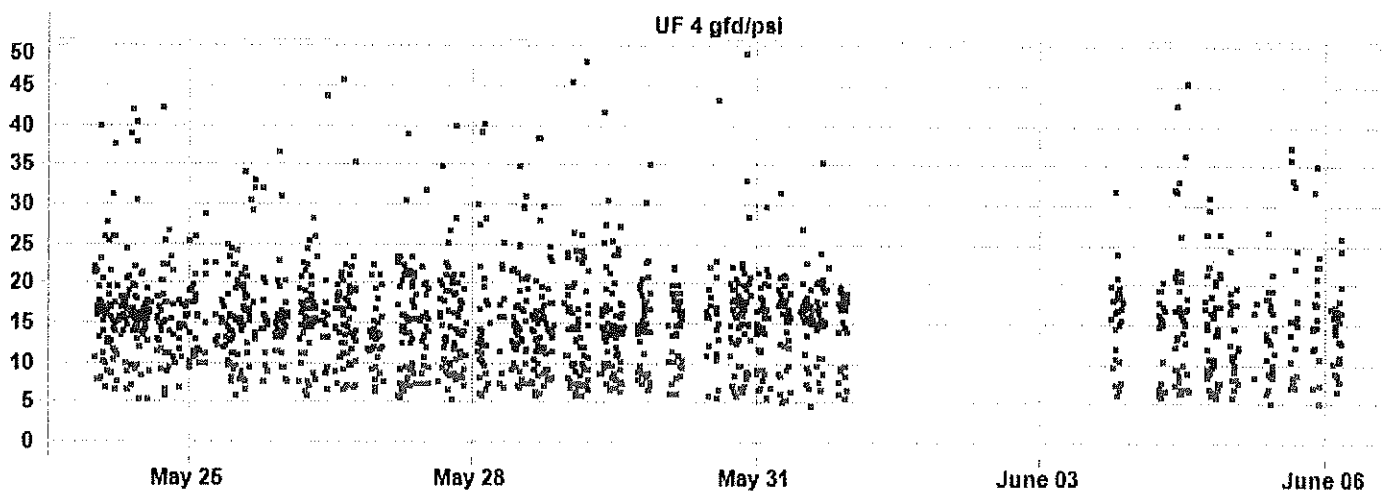
TC Permeability Trends By Train



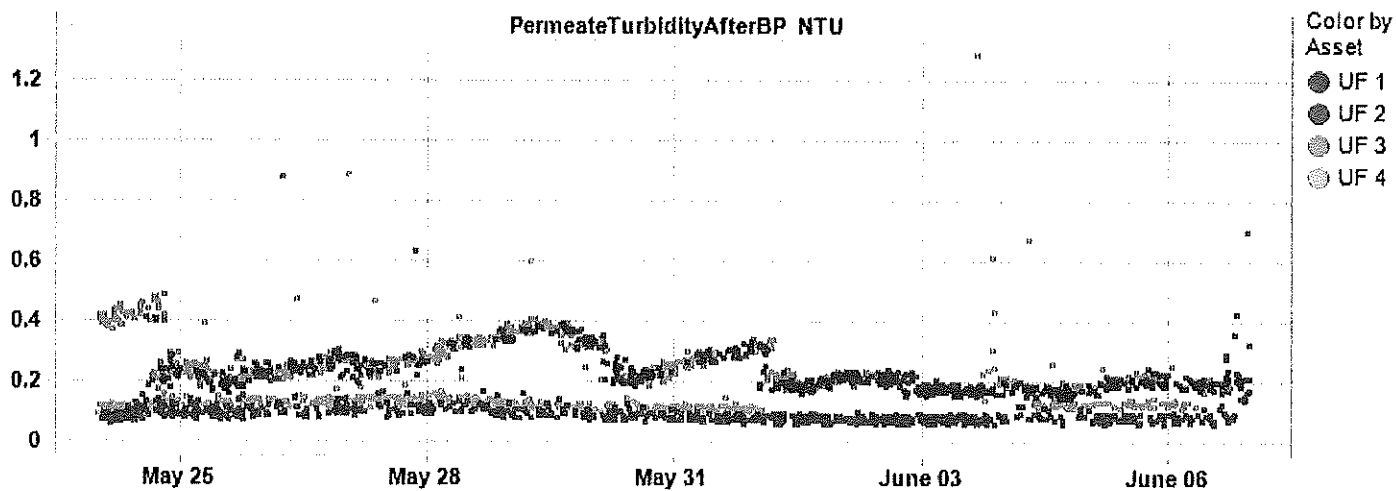
■ TCPermeabilityAfterBP
 ■ TCPermeabilityBeforeBP
 ■ TCPermeabilityDuringBP



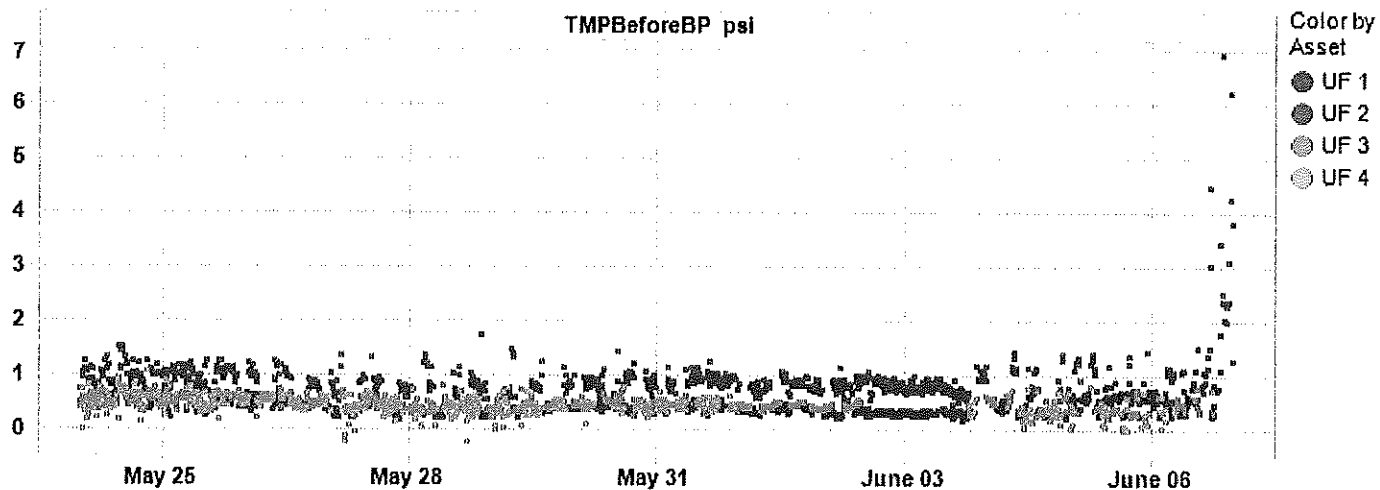
■ TCPermeabilityAfterBP
 ■ TCPermeabilityBeforeBP
 ■ TCPermeabilityDuringBP



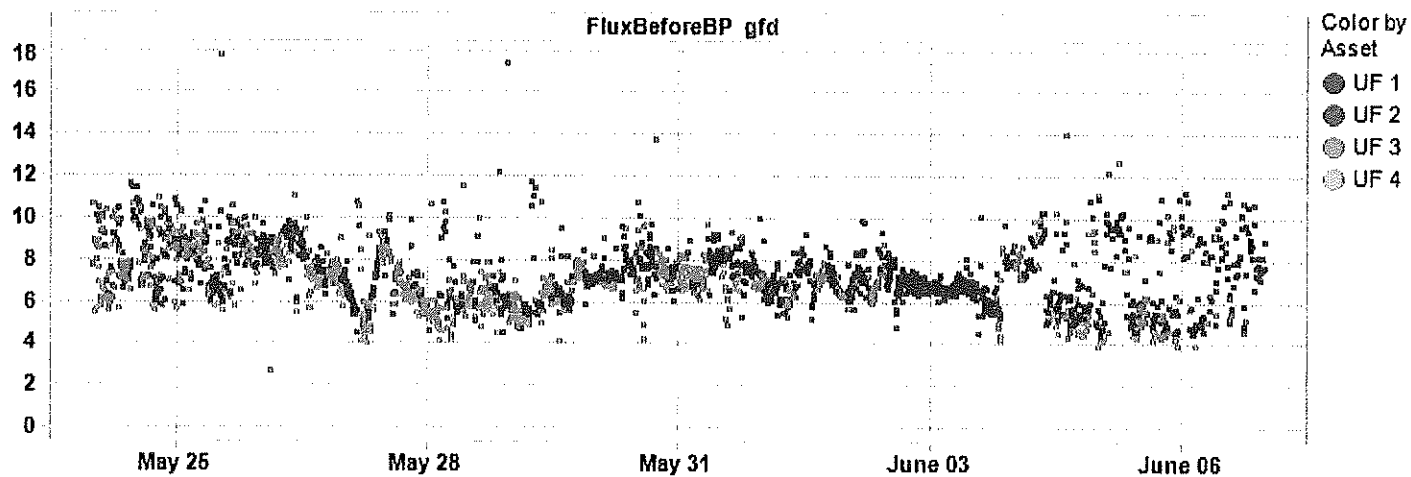
Permeate Turbidity Trend



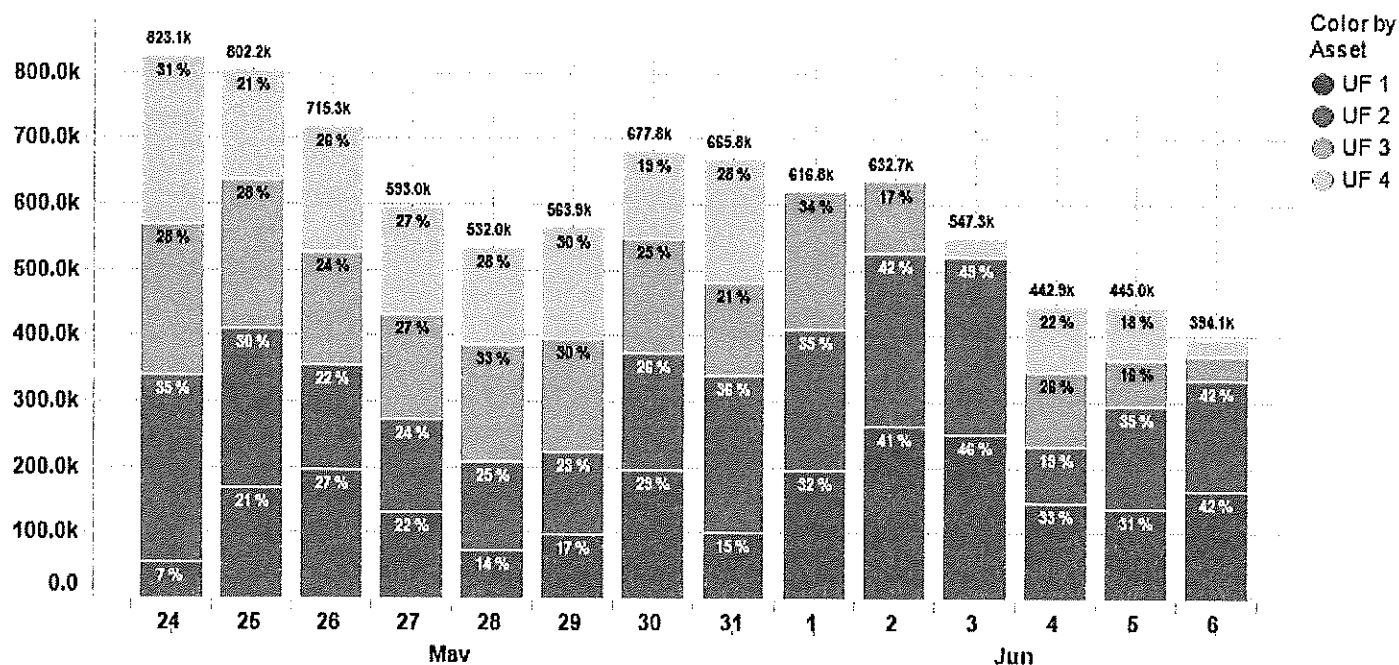
Before BPTMP Trend



Before BP Flux Trend



Daily Permeate Flow



Average Daily permeate flow from 5/24/2019 to 6/6/2019 is 603.7k gal with a maximum daily flow of 823.1k gal.

Asset Summary

KPI Parameters	Value/Change	UF 1	UF 2	UF 3	UF 4
FluxBeforeBP gfd	Value	7.25	7.39	7.29	6.73
	Change	-24.87 %	-21.02 %	-18.04 %	-31.65 %
PermeateTurbidityAfterBP NTU	Value	0.23	0.09	0.27	0.14
	Change	19.71 %	19.71 %	28.31 %	15.34 %
TCPPermeabilityBeforeBP gfd/psi	Value	20.64	9.02	16.39	17.23
	Change	0.36 %	-8.23 %	-8.07 %	-3.48 %
TMPBeforeBP psi	Value	0.41	0.91	0.47	0.43
	Change	-34.12 %	-24.02 %	-25.10 %	-42.30 %
TotalPermeateFlowDaily gal	Value	155.39k	190.29k	141.32k	116.71k
	Change	-72.07 %	-49.41 %	-61.36 %	-123.75 %



Plant Summary

KPI Parameters	Value/Change	UF Plant
PermeateTemperature °F	Value	63.16
	Change	13.13 %
TotalPermeateFlowDaily gal	Value	603.71k
	Change	-72.41 %

Contract Expiry Date : 10/26/2019

For InSight technical assistance please email insight.src@suez.com or please call technical support at 1 866 271 5425 or 905 469 7723 and follow the prompts, if you require after hours assistance please contact the 24/7 Emergency number provided in your plant documentation. This email is a summary of issues identified during a manual review of InSight data from the time period above. This review is an analysis of data that is logged by InSight and identifies key plant performance issues determined from this data. This data review was not focused on minor data issues but on identifying possible existing and/or upcoming critical operational issues.

This review was prepared by SUEZ Water Technologies & Solutions solely to assist water treatment plant owners and/or operators in analyzing and optimizing plant performance and is not intended to be used or relied upon for regulatory compliance or any other purpose. The content of this review is based in whole or in part on operation data obtained from the plant using InSight software. SUEZ Water Technologies & Solutions makes no representations or warranties as to the accuracy of the plant data utilized in the preparation of this review. SUEZ Water Technologies & Solutions accepts no liability for consequences or actions taken in whole or in part by any person on the basis of this review or its contents

Attachment 7

Report of the Department of Public Works

June 27, 2019

This FY'S Milling and Paving contract has been completed. Arthur Construction Company did a nice job with the milling and paving. Their sub-contractor who painted the line striping and crosswalks did an excellent and the finished product looks great.

Our next Milling and Paving operation will be on First Street from East Main Street to the end of our corporate limits. The paving operation is scheduled to start after July 1ST 2019. Arthur Construction was also the Low Bidder on this contract and plans to be finished by the end of July.

We experienced two water breaks this past month. The first one occurred on Hermitage Boulevard. This water break occurred during the paving operations, while rolling the newly applied asphalt water erupted from a water valve box. The contractor contacted me just as soon as it happened. I responded to the scene and had Public Works crew respond and begin shutting down water valves to stop the flow and minimize the damage to the new road surface.

Once we got the water flow stopped we begin to identify the problem and come up with a solution to abate the problem. We found the problem to be with the six inch valve that supplied water to a fire hydrant. We were able to isolate the valve and get our customers back in water for the day.

We then conducted a scheduled water interruption on the next day in order to replace the value. When we excavated we found the bolts that connect the valve bonnet to the valve body had rusted into and broken. The weight and vibration of the roller caused the bolts to separate from the valve body. I contacted the manufacturer of the value and was informed the design standard at that time did not include stainless steel bolts. I since have talked to several other Public Works Departments and found they have experienced similar issues in their water systems.

The second water break occurred on the ten inch transmission line located on Springsbury Road. On the morning of June 20th we were notified by the water treatment plant that we were experiencing a large loss of water. Public Works personnel responded and immediately shut down an isolation valve to stop the water flow.

When we excavated the area of the leak we found the PVC water main was installed on some hard shale. Over the years the combination of the starting and stopping of the water plant and the constant movement of the pipe itself contributed to what is known as a stress fracture in the pipe.

The Public Works crew worked throughout the day to repair the link. We replace about eight feet of PVC pipe and used two hymax couplings to abate the issue. Since we had to excavate some portion of the roadway to repair the line we will need to get a VDOT Land-Use permit and replace the asphalt to their specification.